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ABSTRACT

This compendium of abstracts of state day care licensing regulations has been prepared as part of the National Survey of Day Care Licensing conducted by Consulting Services Corporation in conjunction with Social and Administrative Services and Systems Association for the Office of Child Development, U.S. Department of Health, Education, and Welfare. A uniform format for the presentation of the abstract of day care regulations for each state and the District of Columbia has been used. (For related document, see PS 005 340.) (Author/CK)

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ABSTRACTS OF STATE DAY CARE LICENSING REQUIREMENTS

PART 1: FAMILY DAY CARE HOMES
and
GROUP DAY CARE HOMES

DHEW Publication No. (OCD) 72-11

A Joint Endeavor of the Office of Child Development
and the Office of Economic Opportunity

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PREFACE

This compendium of abstracts of state day care licensing regulations has been prepared as part of the National Survey of Day Care Licensing conducted by Consulting Services Corporation in conjunction with Social and Adminstrative Services and Systems Association for the Office of Child Development, U.S. Department of Health, Education, and Welfare.

A uniform format for the presentation of the abstract of day care regulations for each state and the District of Columbia has been used to facilitate state-by-state comparisons by the reader. The licensing agency in each state was requested to review the abstracts of that state's regulations to ensure proper interpretation and to correct any errors or omissions. All changes received from the state licensing agencies have been incorporated into these abstracts.

Information on the day care licensing statutes and regulations of the Commonwealth of Puerto Rico, Guam, American Samoa, the Virgin Islands, and the Trust Territories of the Pacific Islands is being collected. Abstracts of these regulations will be published separately as an addendum to this volume.

ALABAMA
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Bureau of Child Welfare, Department of Pensions and Security

   b. Statute: Acts of Alabama, 1951, p. 1211, Section 6, Subsection 13; (Title 49, Section 17 (7), Subsection 13, Alabama Code of 1940, Cumulative picket parts).

      Title 49, Sections 62, 65, 67, 69, 70 and 83 Code of Alabama, 1940.

   c. Regulations: "Minimum Standards for Family Day Care Homes" State of Alabama, Department of Pensions and Security, 1960.

2. DEFINITIONS:

   a. Child Care Agency: "...shall include individuals, partnerships, voluntary associations and corporations, but shall not include boarding homes as defined in Section 85 of this title". (from Statute)

   b. Family Day Care Home: Foster family day care is care of the child in a family home other than his own for part of the twenty-four hour day.

3. AGE AND NUMBER

   a. Age Range: Not specified.

   b. Number of Children: The number and ages of the children that can be cared for in a home, depend upon the facilities and space in the home, the skill of the foster mother in dealing with children of different ages, the amount of time that she and other adults in the household can give to the children and the community resources available for part time supplementary care.

   c. Child/Staff Ratio: See 3.b. above

4. STAFF QUALIFICATIONS

   a. Day Care Operator

      1. Age: "The day care mother should be of suitable age and temperament to care for children" .

2) Physical: "The day-care mother should be in good health and have no disqualifying mental or physical handicaps. Upon offering to serve children through foster day care, she should have a recent physical examination (by her family physician, a clinic or by the county health department) and present evidence that she is in good health and capable of caring for children. This physical examination should be made twice a year."

3) Character: Not specified.

4) Other: The day-care mother should be willing to cooperate with the child's own parents and with the supervising agency.

b. Assistants: None specified.

c. Members of Family: "The home should be one in which the members are in good physical and mental health and the relationship among them such as to assure a wholesome atmosphere for the child."

5. RESTRICTIONS ON HOME:

a. Use of Home: Not specified.

b. Physical Structure:

1) The dwelling should conform to State and local fire and sanitary regulations.

2) Indoor Space: No room used for the care of the children should be located so that the floor is below the street level. All rooms used for children should have an adequate amount of sunlight.

3) Outdoor Space: "A safe and sanitary outdoor space should be provided, free from conditions which may be dangerous to the life or health of the children. If such space is not on the premises, it should be easily accessible."

4) Special Features: "If more than one child is in the home the arrangement should be such as to permit temporary isolation in case of illness."

6. CODE REQUIREMENTS:

a. General: "The dwelling should conform to State and local fire and sanitary regulations."

b. Fire: as above

c. Safety: "An adequate supply of safe play materials and equipment suitable to the ages of the children should be available for both indoor and outdoor activities."

d. Sanitation: "There should be an adequate supply of water of satisfactory sanitary quality available for drinking and household use. Water from springs, wells or other private sources should be protected against contamination. If there is any question, the water should be tested through the State Health Department. Provision should be made for hot water for washing and bathing.

"The dwelling should be effectively screened against flies, mosquitoes, and other insects.

"The dwelling and premises and the equipment should be kept clean, sanitary and in good repair and should provide for the reasonable comfort and well-being of the household.

"There should be proper provision for the care of perishable food, and for refrigeration, especially of milk."

7. LICENSING FEE: No charge.

8. OTHER REQUIREMENTS:

a. Child Health: "Heating, ventilating and lighting facilities should be adequate for the protection of the health of the children. During the winter months, a temperature of 70° Fahrenheit should be maintained in all rooms occupied by the children."

b. Records: "Sufficient records (such as names, addresses, et cetera) should be kept in the foster home to identify the children and to enable the foster mother to communicate with the parents either in their homes or in their place of employment, and in an emergency, with a physician.

The agency supervising the home should keep complete case records."

c. Program: "The operator, family day care mother or caretaker must be helped to evaluate the day care activities in accordance with the minimum standards governing the service offered. There should be a planned daily routine to insure the development of good health habits, adequate indoor and outdoor play, rest and sleep."

d. Nutrition: The diet should be planned on the basis of knowledge of what the child gets at home, so that his total food requirements will be met."

e. Equipment: "Individual beds or cots should be provided for all the children. The beds should be kept in a clean and sanitary condition at all times, and bedding should be adequate and suitable to the season."

1. REGULATING AUTHORITY:

   a. Licensing Authority: Division of Public Welfare, Department of Health and Welfare.

   b. Statute: Titles 51-6-1 through 51-6-11, ACLA Cum. Supp.

   c. Regulation: Minimum Standards for Day Nurseries in Alaska, 1961, (supplemented by Departmental numbered memoranda for Group Homes, which must meet F.I.D.C.R.)

2. DEFINITION:

   a. Child Care Agency: "'Nursery' means any establishment providing care and services for any part of the twenty-four hour day for any child not related by blood or marriage to the owners or operators."

   b. Family Day Care Home: A subdivision of "nurseries" as defined above. (Group Day Care Homes are included)

3. AGE AND NUMBER:

   a. Age Range: 0-14 years, Family Day Care Homes; 3-14 years, Group Homes.

   b. Number of children: No more than six children including operator's own, Family Day Care Homes; 7-12 children, Group Homes.

   c. Child/Staff Ratio: 6:1

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1. Age: At least 21 years of age.

      2. Physical and Character: "Each staff member, or member of the family household, having contact with the children, shall be in good physical, mental and emotional health, and be of good character and reputation. If a staff member has not undergone examination by a licensed physician within six (6) months prior to the date of employment, she shall undergo such examination no later than one week after the date of employment. Each staff member shall furnish a signed, properly dated physician's statement certifying that her health is adequate

to undertake the duties expected of her in the nursery and that she is free from communicable disease. Chest x-ray or other test for tuberculosis shall be part of the examination. (Serological test is recommended.) Subsequent annual physical examinations are required."

3) Other: "Names of character references shall be furnished by each employee. All personnel must have an affectionate attitude toward children but must be able to deal with them firmly and consistently. All persons working with children must have a good understanding of their growth and development."

5. RESTRICTIONS ON HOME

a. Use of Home: "No establishment shall be licensed as a nursery if it is also used as a nursing, convalescent or maternity home, children's institution, or as a rooming or boarding house."

b. Physical Structure:

1) General: "The physical plant of a family day care home shall conform to the standards for the physical aspects of foster boarding homes as set forth in the Division's licensing regulations for foster boarding homes, which are contained in Sub-chapter 2, Chapter 2, Division 2 of Title 7 of the Alaska Administrative Code."

2) Indoor Space: Not specified for FDC Homes as such but "Nurseries shall have a separate room to be used for isolation of a child who is ill until arrangements can be made for his removal."

3) Outdoor Space: "Outdoor play space shall be sufficient to accommodate the number of children cared for. (It is recommended that there be at least 75 square feet of safe-play outdoors.) This area shall be well drained and enclosed in such a manner as to prevent the children from leaving the premises without proper supervision."

6. CODE REQUIREMENTS:

a. General
b. Fire
c. Safety
d. Sanitation

To conform to standards for physical aspects of foster boarding homes set out in foster boarding homes licensing regulations in Sub-Chapter 2, Chapter 2, Division 2 of Title 7 of Alaska Administrative Code.

7. LICENSING FEE: None specified.

8. OTHER REQUIREMENTS:

a. Child Health: "A signed, properly dated physician's statement certifying to the child's admissibility to the nursery shall be maintained on file at the nursery; except that such a statement shall not be required for a child who is cared for in the nursery for a period of less than two (2) weeks.

b. Reports and Records: "A card file or ledger shall be maintained for each child and shall include the following information:

Name
Birthdate
Name of Parents
Address of Parents (home and business)
Telephone of Parents (home and business)
Legal Guardian, if other than parents, with name, address and telephone
Name, address and telephone of family physician
Name, address and telephone of person to be notified in case of emergency
Date of Admission
Date of Discharge
Person to Whom Discharged
Individual records are not required for personnel.

c. Program: A program of varied planned activities which are wholesome and healthy shall be provided allowing for both group activities and individual interests. A separate program should be provided for those under the age of three years, taking into consideration their special needs. Eating, sleeping, washing and play periods shall be performed with regularity.

d. Nutrition: Mid-morning and mid-afternoon snacks shall be furnished. "For children who remain more than four (4) hours in the nursery, a complete and well-balanced meal shall be provided. At least one-third of the child's daily minimum requirements shall be provided. Menus shall be planned in advance, so that parents will know in advance what is being served each day. (It is recommended that the menus be posted daily.) The nursery staff shall obtain from the parents information concerning any food allergies the child has and shall plan his meals accordingly."

e. License: The license shall be displayed at all times.

f. Discipline: No cruel, unusual or unnecessary punishment shall be used.

ARIZONA
Family Day Care Homes

Family Day Care Homes are not licensed but are certified for FIDCR purposes by county department of public welfare, with supervision by the Arizona State Welfare Dept. The following standards are used for this certification and these requirements pertain only to Family Day Care Homes in which welfare-supported children are placed.

1. REGULATING AUTHORITY:

   a. Certifying Authority: Department of Public Welfare

   b. Statute: Arizona State Revised Statutes, Child Day Care Programs, General Provisions, Chapt. 7.1, Art. 1, (Added Laws 1966)

   c. Regulation: Standards for Certification of Day Care Homes, Sept. 1969.

2. DEFINITIONS:

   a. Day Care Agency: Not specified.

   b. Family Day Care Home: "A family home in which children are given care and supervision for compensation during any part of the day."

3. AGE AND NUMBER:

   a. Age Range: Infancy through fourteen.

   b. Number of Children:

      1. "When children to be placed are from the age of infancy through six years, there may be in the home no more than two children under the age of two, and a total of no more than five children including the family day care parents' own children under the age of fourteen. Of this total no more than four may be unrelated to the day care parents."

      2. "When children to be placed are between the ages of three through fourteen, the total number may be six, including the family day care parents' own children under the age of fourteen, but no more than four of these may be unrelated.'

PS 005346

c. Child/Staff Ratio: "There shall be at least one competent adult caring for the children in the home at all times."

4. STAFF QUALIFICATIONS:

a. Day Care Operator:

1. Age: Between the ages of 21 and 65 (Waivers may be granted to this age limitation if an applicant meets other standards)

2. Physical: "All members of the family shall be free of communicable disease. Evidence shall be presented of negative serology and X-Ray or patch test for TB for all members of the household over the age of fourteen who will be in contact with children in care. A doctor's written statement that such tests were made with negative results is satisfactory."

3. Character: "The day care mother should be a mature, relaxed person who likes and understands children and can work creatively and constructively with them and their parents. She must be physically and emotionally able to devote the major part of her time to the children while satisfactorily continuing her role as wife and mother. She should be flexible enough to deal capably with emergencies. She must be willing to cooperate with the service worker and accept and comply with department regulations, including participating in orientation and training as requested."

4. Other: The Day Care mother shall not be gainfully employed during the hours she is responsible for the Day Care children.

b. Assistants: "See 3c above."

c. Members of the Family: See 4a (2) above. "Also family relationships should be harmonious to assure a comfortable atmosphere free from emotional tension."

"Although the day care father may be out of the home most of the day, his attitude toward day care service is important. He should like and understand children and be in agreement about the service his wife is providing. This also applies to other members of the household, particularly the family's own children who are in the home and who must share their parents with the day care children."

5. RESTRICTIONS ON HOME:

   a. Use of Home: No particular specifications.

   b. Physical Structure:

      1. General: "The home shall be in good repair."

      2. Indoor space: "There shall be adequate space and equipment for meals and play."

      3. Outdoor space: "Outside play areas shall be protected, preferably by fencing."

      4. Special features: "All quarters occupied by children shall be adequately cooled, heated, lighted, ventilated and screened."

6. CODE REQUIREMENTS:

   a. General: "The home shall be in good repair and shall comply with all applicable local building, sanitary and fire regulations."

   b. Fire: See above and "all electrical wires shall be fully insulated."

   c. Safety: "Stoves and heating appliances shall be safeguarded to protect children from burns and harmful fumes." Potentially dangerous substances and instruments shall be kept out of reach of the children.

   d. Sanitation: See 6 (a) above. "Bathroom facilities shall be adequate, clean and easily available. If infants are cared for there shall be a sanitary arrangement for diaper care. Cooking and eating utensils shall be kept in storage space which is protected from dust, vermin and other pests. All cooking, serving and eating equipment shall be thoroughly washed in hot, soapy water and well-rinsed. All garbage shall be placed in covered containers and disposed of in a sanitary manner."

7. LICENSING FEE: None.

8. OTHER REQUIREMENTS:

   a. Child Health: Before admission, a child should be certified free from communicable disease and properly immunized. If suffering from a contagious disease a child shall not be admitted unless plans are based on competent medical advice in writing. If a child becomes ill while in care, he should be isolated and his parents notified. Plans for emergency medical care should be agreed between parent and day care parent. First aid supplies - to be used by an adult in emergency - shall be available.

b. Reports and Records: "Records shall be kept in the home to identify day care children and enable the day care mother to communicate with the parents, guardian, or other persons authorized to act in the child's behalf."

c. Program: Guided, supervised activities suitable to age and capacity of the child should be a regular part of the program.

d. Nutrition: "A wholesome and nutritious diet, suitable to the ages and needs of the children, shall be provided. Meals and snacks shall be provided. Snacks shall be provided for children in care at other than regular meal hours. Meals and snacks should be planned to include meat, fish, eggs or cheese, and fresh vegetables and fruits. Milk shall be pasteurized." All perishable foods shall be refrigerated.

e. Equipment: Creative play equipment and materials should be available. For naps or rest periods there should be satisfactory arrangements and individual cots or beds are recommended, although beds normally used by the day care family may be used with clean bedding. Individual drinking cups, towels, and washcloths shall be provided.

f. Discipline: "Rules of conduct shall be reasonable, clear and consistent, designed to help the child learn acceptable standards of behavior."

ARKANSAS
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Dept. of Public Welfare

   b. Statute: Act 434 of 1969 General Assembly of the State of Arkansas - "The Child Care Facility Licensing Act."

   c. Regulation: Licensing Requirements for Day Care Family Homes, Arkansas Dept. of Public Welfare, January 1970.

2. DEFINITIONS:

   a. Child Care Agency: "'Child Care Facility' means any facility which provides care, training, education, custody, or supervision for any minor child who is not related by blood, marriage, or adoption to the owner or operator of such a facility, whether or not the facility is operated for profit, and whether or not the facility makes a charge for the services offered by it, and this definition includes, but is not limited to, a nursery, a nursery school, a kindergarten, a day care center, or a family day care home, foster homes, group homes and custodial institutions..."

   b. Family Day Care Homes: "The Day Care Family Home serves only as many children as it can integrate into its own physical setting and pattern of living. It is especially suitable for infants, toddlers, and sibling groups and for neighborhood-based day care programs; including those for children needing after-school care. A Day Care Family Home may serve no more than six children in total."

3. AGE AND NUMBER:

   a. Age Range: Infancy through 13 years of age ("infancy" here refers to under 2 years of age)

   b. Number of Children: 1 through 6 children if less than 2 infants are present, 1 through 5 children with two infants present, (no more than 2 infants may be enrolled). These numbers shall include the Day Care Mother's own children and children of relatives under 14 years.

   c. Child/Staff Ratio: 6:1 or 5:1 as specified above.

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1. Age: "The Day Care Mother must be between the ages of 21 and 65 years of age. Persons older than 65 years may be considered for licensing on an individual basis."

      2. Physical: "A physician's statement of good health and mental stability is required every six months if over 65 and every year if under 65.

      3. Character: The names of two references must be given concerning character and ability of Day Care Mother.

      4. Other: The Day Care Mother may not be employed elsewhere.

   b. Assistants: Persons between 16 and 21 may assist but must never be left alone with full responsibility for the children.

      "All persons above age 14 years in the Day Care Home during the time that the children are present must have a physician's statement of physical condition, including results of V.D. and T.B. tests. This statement must be provided at least once each twelve months.

      "The Day Care mother must provide a clear statement regarding the presence of any other adults who remain in the home during the day. If there is evidence that any such person represents a threat to the safety or welfare of the Day Care children, a license will not be granted. Such perons will be required to show a physician's statement dated within the last six months. If there is evidence of developments of mental or physical impairment since the last examination by a physician, the licensing worker will be within his or her rights to require a new examination."

   c. Members of Family: See "Assistants" above.

      In addition, "the Day Care mother must have complete records of her own children's diseases and immunizations. She must notify other mothers when her own children are ill in the home."

5. RESTRICTIONS ON HOME:

   a. Use of Home: "A Day Care Family Home may not have boarders or invalids or persons requiring special care because of age or disability."

b. Physical Structure:

1. General: "A Day Care Family Home must meet local ordinances concerning sanitation, fire prevention, and zoning. Local Fire and Health Departments may be consulted when hazardous conditions exist."

2. Indoor Space: 35 square feet for each child excluding kitchen, bathrooms and furniture space.

3. Outdoor Space: A fenced area must be provided if the home is located on a busy street or highway and there is no isolated section for play. A small part of the back or front yard may be fenced - not to include pets, garbage containers or other hazards. No square footage specified.

4. Special Features: Swimming pools to be approved by local Health Dept. prior to licensing. Also the home must be free of any electrical or structural hazards as set out in regulations; stairways must be equipped with guard rails, be well lighted, and have a strong gate for prevention of falling downstairs. Isolation space for a sick child is required.

6. CODE REQUIREMENTS:

a. General: Local ordinances must be met for sanitation, fire, zoning.

b. Fire: Local Fire Dept. may be consulted regarding hazardous conditions. The home must be free of open flame heaters, floor furnaces, and electrical appliances within children's reach. Guards required for fires and open faced heaters.

c. Safety: The home must be free from such hazards as - dangerous steps or floors, broken windows, medicines etc., within reach of children, and any unsafe condition in the play yard.

d. Sanitation: The home must be free from insects and rodents, and unsanitary conditions anywhere. Each child must have an individual glass for drinking water and a clean towel each day. Water supply and sewage if other than city system is used shall be approved by local Health Dept.

7. LICENSING FEE: Not Specified.

8. OTHER REQUIREMENTS:

   a. Child Health: Parents and day care mother must agree on medicines and care of child if ill, name and telephone number of physician, consent for medical care, disease and immunization record, physical or emotional problems. A "statement from a physician regarding the general physical condition of the child must be provided within one week from enrollment." If children are accepted for only emergency or one day care, then the day care mother must be certain that the child is well and has no contagious disease or infection before accepting the child. In the case of a child having an infectious disease, the child must be kept at home until such time as a physician can recommend that he be returned to the day care home. (This would only apply when there are children from more than one family in this day care home.)

   b. Records: Records on each child should include food needs and formulas, name and birthdate, parents' names, address, telephone number, and place of employment, etc.

   c. Program: "Proper play equipment and materials must be provided by the day care mother. The child himself cannot bring enough toys to provide entertainment for the entire day. If school-age children have school assignments to prepare, an isolated area must be provided."

   d. Nutrition: Section V of the Licensing Requirements for Day Care Family Homes lists strict nutritional codes, Numbers 1 through 8, with infant through school-age requirements.

   e. Equipment: "Each child under two years of age must have a separate baby bed with sides that lock." The mattress shall be "large enough to completely fill the bed to prevent the child from getting caught between the mattress and the sides of the bed." The bed must be a safe distance from venetian blinds.

   f. Other: "Harsh or abusive treatment, or undue negligence which causes distress, or injury to a child will be considered intolerable conditions for licensing. The day care mother must be constantly alert to treatment of the children toward each other so as to prevent excessive biting, kicking, or other abusive behavior."

ARKANSAS
Group Day Care Homes

1. REGULATING AUTHORITY:

    a. Licensing Authority: Department of Public Welfare.

    b. Statute: Act 434 of 1969 General Assembly of the State of Arkansas - "The Child Care Facility Licensing Act".

    c. Regulation: "Group Family Homes" Standards, 1970.

2. DEFINITION:

    a. Child Care Agency: See under Family Day Care Homes for Arkansas.

    b. Group Day Care Home: "The Group Day Care Home" offers family-like care in a family residence for up to 12 children, ages 3 and above.

3. AGE AND NUMBER:

    a. Age Range: 3 years and above.

    b. Number of Children: No more than 12.

    c. Child/Staff Ratio:

Ages of Children	Ratio
3 to 6	5:1
6 and above	6:1

Other requirements are as listed for Family Day Care Homes, for Arkansas.

CALIFORNIA
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Adoptions and Foster Care Bureau, Department of Social Welfare

   b. Statute: Part 4, Chapter 1 of the California Welfare and Institutions Code, 1965.

   c. Regulation: Chapter 6 of the California Administrative Code, Title 22, 1969, as amended by Circular Letter No. 2483, which brings family day care regulations into conformity with FIDCR.

2. DEFINITIONS:

   a. Child Care Agency: "Any institution, boarding home, day nursery or other place for the reception or care of children under 16 years of age."

   b. Family Day Care Home: Family homes, non-institutional in character, which provide day care only for children ranging in age from infancy through six or for those children three to sixteen.

3. AGE AND NUMBER:

   a. Home type 1: The number of children in the family day care home from infancy through six years shall be no more than two children under two and no more than five in total, including the family day care mother's own children to the age of sixteen. (Exception: three siblings under two, or two adults in the home.)

   b. Home type 2: The number of children in the family day care home from three to sixteen years shall be no more than six, including the family day care mother's own children under 16.

   c. Special Day Care Home: The number of children ages three to sixteen years shall never exceed ten children. No child under three shall be in this type of care.

Child/Staff Ratio: 5:1 or 6:1 as above. In special day care homes the ratio of children to adults shall not exceed 6:1. When one or more pre-school children are in this type of care, the ratio shall be 5:1.

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1) Age: "Of suitable age."

      2) Physical: "All members of the foster family, the household or employees, shall be in good health, both physically and mentally and free from defects or disabilities which would adversely affect the care of children. The foster mother must be able to carry out the extra responsibility of a foster child without jeopardizing the development of the child, her own health or the care of her family."

      3) Character: "If either foster parent has been convicted of a crime, personal fitness shall be based on factual verification of rehabilitation. A license shall not be issued when either foster parent has been convicted of a felony involving intentional bodily harm or of any sex offense... Foster parents must furnish satisfactory references."

      4) Other: "The home life of the foster family shall be sufficiently harmonious to provide emotional security for foster children."

   b. Assistants: "If one or more children in the home require more than usual care because of emotional disturbance, retardation or other handicap, there shall be at least two adults providing care for the children in the home on a regular basis."

5. RESTRICTIONS ON HOME:

   a. Use of Home: (Not Specified)

   b. Physical Structure:

      1) General: "Homes shall conform to state laws and regulations governing housing, sanitation and fire safety."

      2) Indoor Space: "Homes shall have sufficient space to accommodate children in a comfortable and sanitary way."

      3) Outdoor Space: "Homes shall have sufficient yard space for a home playground. If the yard is not enclosed, toddlers shall be supervised at all times."

4) Special features: Unless exclusively for the temporary care of small infants, homes shall offer protection from the hazards of swimming pools or similar bodies of water.

6. CODE REQUIREMENTS:

a. General: Conformation to state laws and regulations governing housing, sanitation and fire safety.

b. Fire: Conformation to laws and regulations as above and specifically screened fireplaces and open-faced heaters and properly installed and vented gas heaters.

c. Safety: "Each home must be free from life or health hazards." Specific safety rules are listed regarding home safety hazards in day-to-day life.

d. Sanitation: Conformation to state laws and regulations as in 6 (a) above.

7. LICENSING FEE: None.

8. OTHER REQUIREMENTS:

a. Child Health: Regulations require a daily evaluation for illness on arrival at FDC Home, isolation in case of illness, advance arrangements for medical care and personal hygiene.

b. Reports and Records: Licensees must maintain a register showing the following: "name, last previous address, age, nearest of kin, mother's maiden name, person responsible for his care and maintenance, and such other data as the department requires."

c. Program: The daily activities for each child shall be designed to develop a positive concept of self and motivation to enhance his social, cognitive and communication skills. Toys, games, equipment, etc. shall be provided appropriate to particular age levels. Religious beliefs of the children must be observed and opportunities afforded to attend religious services and activities.

d. Nutrition: Regulations set out food and health requirements, milk and home canned food standards.

e. Religion: When foster parents and/or members of the household have claimed exemption from the requirements relating to intradermal TB tests and chest x-rays on the basis of their religious faith, the license shall be limited to the care of children of the same faith.

COLORADO
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: The Colorado Department of Social Services, Division of Public Welfare.

   b. Statute: Child Care Act-Colorado Revised Statutes, 1963, as amended, 1969; 119-18-1 through 119-8-12.

   c. Regulation: "Minimum Rules and Regulations for Children's Day Care Homes,"Colorado Department of Social Services, Division of Social Services; date unspecified, 1969 or later.

2. DEFINITIONS:

   a. Child Care Agency: Not specified in statute or regulation.

   b. Family Day Care Home: A day care home means a facility for the purpose of providing care and training for a child or children not related to the caretaker for more than two full consecutive days on a regular weekly basis. A full day is 7 or more hours.

3. AGE AND NUMBER:

   a. Age Range: Birth to 16 years with not more than two children (including own) under two years of age.

   b. Number of Children: The following limit on enrollment must be maintained:

Day Care Mother's Pre-school Children	Maximum Number Day Care Children Permitted
2	4
1	5
0	6

   c. Child/Staff Ratio: 6:1

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1) Age: no restriction

      2) Physical: "The Day Care Parent, all members of the Day Care Parent's family and all others living in the home, shall have a yearly medical statement from a doctor verifying that each person is in good health. It is recommended that a test for tuberculosis be included with the physical examination."

      3) Character: "Three satisfactory references shall be listed who can vouch for the applicant's integrity and suitability to work with children."

   b. Assistants: (none specified)

   c. Members of family: (see 4a.2 above)

5. RESTRICTIONS ON HOME:

   a. Use of Home: (none specified)

   b. Physical Structure:

      1) General: "There shall be suitable housing which provides proper light, heat, ventilation, plumbing, safety and sanitary precautions."

      2) Indoor Space: At least 35 square feet of usable indoor space, exclusive of halls, baths, and kitchens, shall be provided for each child. Adequate indoor play area.

      3) Outdoor Space: A fenced outdoor play area of at least 75 square feet per child shall be provided, a portion of which shall be grassed.

      4) Special Features: An isolation room for children who become ill.

6. CODE REQUIREMENTS:

   a. General: "A home so situated and so arranged that children are not exposed to unnecessary hazards. Fire prevention and protection must be emphasized. Fire hazards must be eliminated, according to local and state fire regulations."

b. Fire: Local and State fire regulations. Fire and sanitation inspections required only by Social Service's request.

c. Safety: All floors shall have carpets, tile, or be smooth and nicely finished. Interior walls shall be constructed of solid material and be free from holes. All stairways shall be equipped with banisters and handrails. Radiators, registers, fireplaces, stoves and steam and hot water pipes shall be screened or otherwise protected.

d. Sanitation:

1) "Tested and approved water supply. In rural areas a sample of the water supply must be tested annually. No common drinking cup will be permitted."

2) "All rooms shall be kept in a neat, clean and sanitary condition."

3) "The kitchen shall be equipped with refrigeration. Provisions must be made for cleaning and sanitizing dishes."

7. LICENSING FEE: $5.00 annually.

8. OTHER REQUIREMENTS:

a. Child Health: No child admitted before obtaining a signed statement from a doctor certifying that he or she has no illness or communicable disease. This is required annually. "In case of sickness or accident the child shall be cared for as an ill child" and the parents notified. Children shall be given medication only upon a written order from a doctor. First aid equipment shall be maintained.

b. Reports and Records: Records on each child are required including identification data; name, address and telephone number of parents/guardians; names and ages of siblings; health record and authorization for emergency medical care.

c. Program: Not specified apart from a rest period at least one hour daily on a bed or cot for each child under 4 years.

d. Nutrition: All food shall be wholesome, well prepared, the diet shall be carefully planned and shall include at least one pint of milk a day for each child. Midmorning and afternoon snacks shall be available for each child.

e. Equipment: Each child shall have individual towels or paper towels shall be available. Cots shall be at least ten inches off the floor.

f. Discipline: Discipline shall meet the needs of each individual child. Authority to punish shall not be delegated to older children. No child shall be left alone for punishment or deprived of meals for punishment. No child shall be subject to cruel, severe, unusual, or unnecessary punishment inflicted upon the body or to verbal abuse, threats, or derogatory remarks about the child or his family.

h. Telephone: A day care home shall have a telephone with posted telephone number of two doctors, fire department and police department.

i. Advertising: Licensed day care homes only may advertise.

j. Drop-In Care: For the health, protection and welfare of the children regularly enrolled, occasional drop-in care of children is discouraged - if occasional care is given, a medical statement shall be obtained for each child.

CONNECTICUT
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Division of Welfare, State Welfare Department. In Connecticut day care centers are licensed by the State Department of Health.

   b. Statute: General Statutes Relating to Family Day Care Homes, Sections 17-48, 1967 (revised to 1969)

   c. Regulation: Administrative Regulations, Child Care Facilities, State Welfare Department, 1970.

2. DEFINITIONS:

   a. Day Care Services: "Day Care is defined as a service given outside the home which supplements the parental care during part of the child's waking hours (not less than three nor more than twelve hours during a twenty-four hour period), while the parents retain responsibility for the child. The child spends the remainder of his day, his nights and the weekends in the care of his parents."

   b. Family Day Care Home:

      "Any family day care home that accepts a non-related child for three or more hours a day on a regular, recurring basis, whether for free or for compensation must be licensed by the State Welfare Commissioner to care for children."

      "This does not include occasional informal arrangements between friends or neighbors to care for each other's children during shopping, clinic visits, etc."

      In addition to licensing family day care homes, the State Welfare Dept. of Connecticut also licenses facilities for nighttime care (foster care homes and institutions).

3. AGE AND NUMBER:

   a. Age Range: Not specified.

   b. Number of Children: "The total number of children accepted for care shall not exceed four, except where five or more of the children are of common parentage in which case the total number of children shall not exceed six."

   c. Child/Staff Ratio:

      4:1 or 6:1 (as above) with not more than 2 children under 2 years, including own children.

      4:2 or 6:2 (as above) with not more than 4 children under 2 years, including own children.

4. STAFF QUALIFICATIONS:

a. Family Day Care Home Operator:

1) Age: Not specified.

2) Physical (Operator and Family): Proof of health may be obtained from the family physician, because there shall be evidence that the health, character and temperament of all members of the household are such that they are not injurious to the physical, mental or moral health of the child in the home. The day care family must be free from infectious or communicable diseases, and the day care mother must be physically able to care for a child.

3) Character:

i. Day care parents must be able to accept supervision and work with the Department for the best interests of the child.

ii. The day care parents shall understand that the overall responsibility for the child belongs to the child's parents, but that they are responsible for supplementing this care in a way that is beneficial to the child.

iii. Day care parents must be capable of establishing limits and discipline which does not involve corporal punishment.

iv. Day care parents must be capable of handling promptly and intelligently an emergency situation involving the child.

v. The day care mother should like and understand children and be capable of giving them affection and security.

4) Other: The day care home study shall contain information about the family's source of income and financial standing. Preferably the day care mother should be home full-time, UNLESS only school age children are placed and the working mother's hours coincide with, or are less than, the school's. The day care family should have its own car or be able to arrange transportation in emergencies.

5. RESTRICTIONS ON HOME

a. Use of Home: Not specified.

b. Physical Structure:

1) General: The home and grounds shall be reasonably free from anything which would constitute a hazard to children, with adequate living space, toilet facilities and provision for laundry if needed.

2) Indoor and Outdoor Space: "There shall be provision or arrangements for both indoor and outdoor play depending on the age of the children."

3) Special Features: The home shall be in a neighborhood conducive to the general welfare of the child and on a road passable 12 months of the year.

6. CODE REQUIREMENTS

a. General: The home must meet the fire, safety and zoning regulations of the individual town.

b. Fire: As above; also third-floor tenements or apartments shall have two approved means of egress remotely located, and a certificate or written statement from the local Fire Marshal stating that the building is reasonably fire safe.

c. Safety and Sanitation: Dwellings and furnishings shall be clean, comfortable and in good repair; home and grounds reasonably free from hazards.

7. LICENSING FEE: None.

8. OTHER REQUIREMENTS:

a. Child Health: There shall be sufficient ventilation, light and heat for the health and comfort of the child. Water supply must be pure.

b. Reports and Records: "The day care parents shall have signed agreements with the child's parents re: financial arrangements, whom and where to call in case of emergencies, name and address of family doctor, hours of coming and departure, and days of week child is to be given care."

c. Program: "The day care parents shall provide adequate opportunities for recreation within the family group and shall encourage participation in community activities of a cultural, educational, or recreational type for the school age child." The daily routine shall be such as to promote good health, rest, play and work habits.

d. Nutrition: The day care parents shall supply a wholesome general diet, or special diet as directed and shall agree to follow any health program directed by the child's physician. Pasteurized or TB tested milk is specified, as well as adequate refrigeration facilities for food.

e. Equipment: Each child should have individual blanket, bed, cot or other provision for naps as well as towels, toilet articles, and provision for clothes and belongings.

DELAWARE
Family Day Care Homes
Group Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Dept. of Health and Social Services, Division of Social Services

   b. Statute: Title 31, Part I, Chapter 3, Subchapter III, Delaware Code, dated 1945.

   c. Regulation: Requirements for Licensing Independent Boarding Homes for Children (1-6 children) dated 1960; Requirements for Licensing the Group Day Care Home (5-11 children) dated 1969.

2. DEFINITIONS:

   a. Child Care Agency: "Day care includes facilities commonly called child care centers, day nurseries, kindergartens, nurseries and day care centers. Day care specifically excludes: those institutions under supervision of the Department of Public Instruction, those owned and operated by governmental agencies or hospitals. After school care and infant care are special forms of day care and will be included in these standards. Such care may be provided in a private home, in a rented or owned property converted to the purpose of providing group care or in space made available by a community organization or institution."

   b. Family Day Care Home:

      1. Boarding Home: (1-6 children) "For the purpose of interpreting the meaning of the words, "boarding home", any person, association, agency, or organization is the keeper of a boarding home for children, if for hire, he or it -
         i) Advertises or holds himself or itself out as conducting such a boarding home;

         ii) Has in custody or control one child or more under the age of 18, unattended by parents or guardian, for the purpose of providing such child or children with care, food, or clothing for compensation."

         "Homes in which children have been placed by any child placement agency, properly licensed to place children in Delaware, shall not be regarded as 'boarding homes'."

      2. Group Day Care Home: "The group day care home offers family-like care, usually to pre-school through 14 year old children, in an extended or modified family residence. It utilizes one or several employees and provides care for 7 - 11 children. It is suitable for children who need before and after school care, who do not require a great deal of mothering or individual care, and who can profit from considerable association with their peers."

3. AGE AND NUMBER:

   a. Age Range:

      1. Boarding home: "Infancy to 18"

      2. Group Day Care Home: "Pre-school through 14."

   b. Number of Children:

      1. Boarding home: 1 - 6, including own preschool children.

      2. Group Day Care Home: 7 - 11 children.

   c. Child/Staff Ratio:

      1. Boarding Home: "No more than three infants shall be cared for by any one person." 3:1 to 6:1. For overnight care there shall be no more than 2 infants in the group, nor more than 3 preschool children.
      2. Group Day Care Home: At least two adults available and 2:1 (ages 10 days to 3 years); 6:1 (ages 3 yrs. or over).

4. STAFF QUALIFICATIONS:

   a. Day Care Operator, Assistants and Family (Boarding Home, i. e., 1-6 children)

      1. Age: "Licensed parents shall not be too old to care for the child adequately."

      2. Physical: The family shall be in good general physical and mental health; no contagious or infectious disease and the mother in a condition of physical, mental and emotional well-being.
         "A written statement of good physical health shall be obtained from a competent physician on every person in the home who comes in regular contact with the child."

      3. Character: Licensed parents shall be: responsible, wholesome, emotionally stable, of good character and reputation and shall have "an understanding of the problems of children and sympathy for them. They shall be able to give the child affection and security he needs. They shall have a wholesome attitude toward, and intelligent understanding of, habit training, discipline health, sex education and the various experiences that may have touched the child and on which he may need help."

4. Other: There shall be a harmonious family life and all members of the home shall be willing to accept the child, and the licensed mother shall not be employed outside of the home unless specially permitted. The family income shall be steady, and no person considered to be detrimental to the child by the State Department of Health shall be accepted or allowed to remain in the home.

b. Day Care Operator and Assistants:(Group Day Care Home, i.e., 7 - 11 children

1. Age: Not specified

2. Physical: "Sufficient physical ability ... to provide and/or supervise the care of a group of children." All members of staff shall submit certificates stating freedom from illness or disease and active T.B."

3. Character: "This person shall be an adult of good character and reputation and emotional stability."

4. Other: All persons should have a genuine interest in, and a warm feeling for, children. They should have a sympathetic, intelligent understanding of the needs of children and of their development. All staff personnel should be encouraged to participate in child care training programs.

5. RESTRICTIONS ON HOME:

a. Use of Home (both categories): Day care of children shall not be provided in the same location as a convalescent or maternity home or in conjunction with a rooming house or boarding home for adults.

b. Physical Structure:

1. General: No specific general standards set.

2. Indoor Space:

i) Boarding Home: "The home shall have adequate space to meet the needs of the family and number of children cared for with suitable provision both for indoor and outdoor play."

ii) Group Day Care Home: Play space indoors shall be sufficient to allow for space for free play and play equipment or approximately 40 sq. ft. of floor space per child, exclusive of hallways, bathrooms, lockers, laundry and furnace rooms and that part of the kitchen occupied by stationary equipment.

3. Outdoor space:

   i) Boarding Home: As in 2(i) above.

   ii) Group Day Care Home: Minimum of 50 sq. ft. per child safely enclosed, well drained and easily accessible to indoor play area and bathroom - when possible 100 sq. ft. is more desirable.

4. Special features:

   i) Boarding Home: Home neighborhood location shall be free from unwholesome influences and accessible to school, churches, and recreation facilities when children over 5 yrs. are in care.

   ii) Group Day Care Home: Large outdoor play equipment must be sunk in concrete for stability.

6. CODE REQUIREMENTS:

   a. General: (both categories) The home shall conform to building, safety, sanitary and fire precautions and to the legal regulations of the local community and state. These conditions to be verified by the appropriate authority.

   b. Fire: (Boarding home) Where a fire safety inspector cannot be procured, the licensing worker shall determine if conditions specified in the regulations are met.

   c. Safety: (both categories) All dangerous equipment, conditions, materials harmful to children (poisons, matches, tools) shall be in a safe place out of reach of the children.

   d. Sanitation: (both categories) The water supply shall be of safe, sanitary quality and shall be obtained from a supply approved by the State Board of Health; sewage disposal similarly approved. Sleeping arrangements - if day care is for 4 hrs. or more per day - are specified with regard to individual beds and bedding, etc.

7. LICENSING FEE: None specified.

8. OTHER REQUIREMENTS:

a. Child Health: (both) categories) Complete physical examinations to be undertaken by children before admission, the records of which shall be kept by the day care mother. Daily health inspections, isolation of sick children and prior arrangements with parents regarding doctor attention are specified.

b. Nutrition: (both categories) An adequate, well-balanced diet shall be provided for children in accordance with proper nutrition for their ages. All milk shall be pasteurized or certified as tested.

c. Reports and Records: (both categories) The home shall maintain a written record on each child cared for as to name, sex, religion, parents' or guardians' daytime location, etc., and the Department of Health requires periodical statistical information from the home. (Group Day Care Homes Only - A record on each employee and volunteer worker should also be kept.)

d. Program:

1. Not specified for Boarding Home.

2. Group Day Care Home: Educational opportunities, appropriate to ages, should be provided to every child under the supervision of a staff member, and opportunities provided to the parents to observe.

e. Equipment:

1. Boarding Home: Not specified.

2. Group Day Care Home: Cribs and play pens shall be available for infants, sufficient play equipment both indoors and outdoors, and small tables and low open shelves.

DISTRICT OF COLUMBIA
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Department of Public Health, Bureau of Maternal and Child Health.

   b. Statute & Regulations: Adopted by the Commissioners of the District of Columbia January 7, 1924, and amended April 2, 1943, May 21, 1947, October 11, 1951 and April 18, 1963, entitled: REQUIREMENTS TO BE MET BY FOSTER FAMILY HOMES GIVING CARE TO CHILDREN.

2. DEFINITION:

   a. Child Care Agency: None Specified.

   b. Family Day Care Home:

      "The term "foster family home" means a family home maintained by an individual or individuals in which a child or children under 15 years of age is or are received for part or full-time board or care; Provided: That such child or children is or are not within the fourth degree related by blood or marriage to, nor adopted by such individual or individuals, nor for whom such individual or individuals is or are the duly appointed guardian, or guardians".

3. AGE AND NUMBER

   a. Age Range: Under 15 years of age.

   b. Number of children: Not specified.

   c. Child/Staff Ratio: Not specified.

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1. Age: "Must be of an age which will make it possible to live with children in a normal, comfortable relationship."

      2. Physical: It is required that all persons in a house coming in contact with the children be in good health. All members of the household should ha an annual health examination by a registered physician who submits a written report stating the person is free from tuberculosis, and other disease in a communicable form and is in good health.

3. Character: "Must have patience, endurance, and sound judgement, must have satisfactory community relations, they must be able to provide character witnesses; they must show a genuine love of children."

b. Assistants: Not specified

c. Members of Family: See 4.a.2

5. RESTRICTIONS ON HOME:

a. Use of Home: Not specified

b. Physical Structure:

1. General: "A happy, wholesome atmosphere must be maintained in the home. Proper heating is required. A temperature of 65° to 70° should be maintained in all rooms in the home. No room which is more than one-third below the surface of the ground may be used by children. Toilet and bath facilities are required: One toilet, lavatory and bath facility with hot and cold running water must be provided for each ten occupants."

2. Indoor Space: "Indoor space is required to provide for separate space for eating and sleeping, kitchen, storage, toilet facilities, and recreqtion."

3. Outdoor Space: "Provisions for outdoor play must be made, either by a safe, enclosed, sunny sanitary yard or by location within a safe distance of a park or playground."

4. Special Features: "A separate bed or crib is required for every child. Each bed should have not less than 50 square feet of floor space when more than one person sleeps in a room, and not less than three feet of space on all sides of the bed except the side in contact with a wall."

5. CODE REQUIREMENTS:

a. General: Zoning, building, andfire regulations must be complied with. There must be evidence of adequate provisions for a constant supply of city water, for sewage disposal and for proper drainage.

b. Fire: See 5.a.

c. Safety: "Protection at windows, doorways, and stairways is required. Screens must be provided for all windows and outside doors and low windows and stairways used by children must be approved as safe by the Department of Public Health.

d. Sanitation: Proper facilities must be provided for washing of all dishes and other cooking and eating utensils, adequate facilities must be provided for the preparation of formulae and for sterilization of bottles. Every place must be kept in a sanitary condition. There must be evidence of good housekeeping with adequate provisions for garbage and rubbish disposal, and for refrigeration.

6. LICENSING FEE: Not specified.

7. OTHER REQUIREMENTS:

a. Child Health: "No child should be admitted to a home without a complete physical examination by a registered physician, who has submitted a written report of such physical examination, stating the child to be free from communicable diseases, and recommending that the child be admitted to the group. In every home, daily inspections which may be done by a lay person who knows how to recognize signs of illness in a child, should be made in the mornings, and should take place in a day care establishment prior to each child's daily admission to the group, and any child showing any appearance of illness must be excluded from the group until such time as it is known that he is not ill."

b. Reports and Records: "All children accepted for care must have appropriate health supervision and medical care, and records of such care should be kept. Every establishment must at all times keep an up-to-date register of all children admitted.

c. Education: "There must be some provisions for meeting the recreational needs of the children cared for."

d. Nutrition: "The meals served should meet the basic nutritional needs of the children: Only wholesome foods should be served; foods must be properly protected."

e. Equipment: "First aid equipment must be provided: Basic first aid material must be available at all times. Furnishings and equipment suitable to the age of the children cared for should be provided: There must be an adequate supply of linen and bedding, each child should be provided with space for his own clothing and belongings; small children must have at least one chair suitable to their needs for comfort; toys and play apparatus must be safe and kept in good condition."

f. Telephone: Not specified.

g. Staff Training: Not specified.

h. Discipline: Not specified.

i. Transportation: Not specified.

FLORIDA
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Department of Health and Rehabilitative Services, Division of Family Services. The Division of Family Services licenses day care homes in three counties only: Dade, Duval and Orange.

   b. Statutes: In Dade and Duval Counties under Chapter 21013, Laws of Florida, 1941, and in Orange County under Chapter 26065 Laws of Florida, 1949.

   c. Regulation: Minimum Standards for Child Care Programs, State of Florida, Jan. 1971.

2. DEFINITIONS:

   a. Child Care Agency: "Any maternity home, shelter, boarding home, private institution, or similar enterprise caring for pregnant females and newly born infants, except those agencies, associations, or organizations under state or municipal ownership or control, and maternity wards of general hospitals, shall be construed as a home, nursery, institution or similar enterprise for the care of children under the provision of this Act, and any person, firm, organization, corporation, association or society operating or conducting any maternity home, shelter, boarding home, private institutions or similar enterprise caring for pregnant females and newly born infants shall be subject to the provisions and the requirements hereof."

   b. Family Day Care Home: "A home which serves no more than five children (infancy through age 16) including the family day care mother's own pre-school aged children. It is especially suitable for infants, toddlers, and sibling groups and for neighborhood based day care programs, including those for children needing after school care."

3. AGE AND NUMBER:

   a. Age Range: Infancy through 16.

   b. Number of Children: Not more than five including the family's own pre-school children.

   c. Child/Staff Ratio: 5:1 as above.

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1. Age: 21 yrs. of age or older, except under approved circumstances and strict supervision when persons 18-21 years of age with appropriate education and training and/or experience may qualify.

      2. Physical: All personnel must have an annual chest X-ray or TB test, and blood test to show proof of freedom from TB and communicable diseases. In addition, if indicated, a physical examination report by a physician can be required. Operators over 65 years of age or older are required to have annual physical examinations to show that they are physically, mentally and emotionally capable of providing responsible care and supervision of young children.

      3. Character: "The operator and all personnel of a child care program or family day care home and all members of the operator's family or other persons living on the premises must be of good character and must have no personal habits or handicapping infirmities which will have a detrimental influence on the children in care." References from three reputable citizens are required.

      4. Other: "Persons caring for infants should be qualified by training or practical experience in the care of infants and young children. They must be neat and clean in personal appearance, cheerful, friendly and well disposed toward children." The adult regularly and directly in charge must not be otherwise engaged during child-caring hours.

   b. Assistants: See 4(a) 3 and 4(a) 4 above.
   "All child care programs with a usual attendance of from one to ten children who are under the supervision of only one adult must have specific plans to follow in the event of an emergency. That is; there must be a definite written agreement whereby an adult is continuously and readily available to relieve the one in charge if the latter has to be absent or to assist her if the situation demands it."

   c. Members of Family: See 4(a) 3 above.

5. RESTRICTIONS ON HOME:

   a. Use of Home: Home shall be located in a neighborhood that is wholesome for children.

b. Physical Structure:

1. General: Buildings and grounds shall be suitable for the purpose intended: safe, sanitary, comfortable, roomy and conducive to the normal development of children. All outside doors and windows must be screened,

2. Indoor space: Sufficient, well-ventilated and well- lighted space for safe playing - at least 25 sq. ft. per child of usable space. Indoor play space for children under 2 yrs. of age must be completely separate from designated areas of older children. Napping space for infants must be separate from napping space for pre-school and older children.

3. Outdoor space: A minimum of 40 sq. ft. per child. Sufficient fenced outdoor play space for children to play freely and safely in areas so arranged that children can be seen at all times. There shall be sun and shade with accessible drinking water and toilet facilities. The outdoor space for children under 2 yrs. must be fenced separately from play areas for older children and all children must play within the fenced area. There must be a gate in the fence to provide access in case of any emergency and the gate secured with a device that can be opened immediately in such emergency. At no time are children to be left unsupervised in the outdoor play area.

4. Special features: "The rooms used for napping must be suitable for this purpose. They must be well ventilated, shaded and large enough so that cribs, beds and/or cots can be placed two feet apart on all sides, except, cribs, beds or cots may be placed against walls or partitions. They must not project into or otherwise block exits or passage ways to exits."

6. CODE REQUIREMENTS:

a. General: No general specifications.

b. Fire: An annual inspection is required in accordance with State Fire Marshall's Rules and Regulations. Local codes must be followed if more restrictive.

c. Safety: The buildings and grounds must be free of all hazards.

d. Sanitation: A sanitary inspection is required before a license is issued and an annual inspection before relicensing. Those sections of the Sanitary Code of the State of Florida which apply to child care programs are concerned with approved water supply, plumbing, drinking fountains or cups, approved sewage system, food preparation and service requirements, refrigeration, and food storage, waste and garbage disposal.

7. LICENSING FEE: None

8. OTHER REQUIREMENTS:

a. Child Health: Each child, including operator's own, must have a written statement from a registered physician or a health certificate issued by a Health Officer, as to his physical health. Immunizations should be kept current. A First Aid course for operators is recommended and first aid kits are required. Isolation in a clearly defined space is required for any child who becomes ill, before his return to parents.

b. Reports and Records: A record must be kept on each child enrolled containing residence and employment address/telephone number of parents; name/address of another person to be contacted in emergency; name/address of child's physician and hospital. A written pre-arranged plan for medical emergencies shall be conspicuously posted.

c. Program: 0-2 yrs.: Play suitable to stimulate interest, opportunities for talking or cuddling and exercise outside of cribs. All infants shall have daily outdoor periods, weather permitting.
Age 2 and older: A daily program to provide social, emotional physical and intellectual needs of each age level. A flexible daily schedule of regular routines should provide activities for both indoor and outdoor play.

d. Nutrition: Food shall be sufficient to meet the nutritional needs and cultural food habits of the children. Infants shall be fed at pre-determined intervals, while held in the arms. Reconstituted milk may be used for cooking but under present law it cannot be used as a beverage unless cooked. Regularly scheduled consultation from a nutritionist, registered dietician or other person with suitable training should be utilized.

e. Equipment: Each child must have his own crib or approved bed including side rails, his own beddings, towel, washcloth, toothbrush and comb.
"There shall be enough equipment and supplies appropriate chosen to provide activities to stimulate creative and imaginative play and learning experiences, both indoors and outdoors."

f. Rest: "All infants shall have ample opportunity for rest before and after lunch and at other times whenever they seem fatigued." "All preschool children are required to have sufficient supervised rest on a cot or bed."

"The length of rest time necessary for school age children should be determined by their age and individual need."

g. Discipline : Discipline must not be associated with food, rest or toileting. Spanking or other form of physical punishment is prohibited. Children must be disciplined in a constructive manner and not subjected to severe, humilating or frightening discipline.

h. Telephone: There shall be at least one telephone to summon help promptly in case of emergency.

GEORGIA

Family Day Care Homes

The following Statute and Regulation are applicable to family day care homes in Georgia. However, due to an insufficient number of staff, family day care homes presently are not licensed by the state.

1. REGULATING AUTHORITY:

   a. Licensing Authority: Department of Family and Children Services

   b. Statute: Children and Youth Act (Act No. 55) Session of the General Assembly, 1963.

   c. Regulation: Minimum Standards for Family Day Care Homes, 1969.

2. DEFINITIONS:

   a. Child Care Agency: "Child Welfare Agency", as used in Section 14, of the Children and Youth Act, shall mean: "child-caring institution", "child-placing agency", "maternity home", "family boarding home", "family day-care home" and "day-care center."

   b. Family Day Care Home: "'Family day-care home' shall mean a home operated by any person who receives therein for pay three (3) or more children under seventeen (17) years of age, who are not related to such person and whose parents or guardians are not residents in the same house, for daytime supervision and care, without transfer of custody."

3. AGE AND NUMBER:

   a. Age Range: "Under 17 years of age" - lower limit not specified.

   b. Number of Children: Not exceeding six, including the day care family's own children and relatives.

   c. Child/Staff Ratio: 6:1 where fewer than three children are under 2½ years of age. "When there are three children under 2½ years of age in the family day care home, plus older children, there shall be a helping person in addition to the day care parent available in the home."

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1) Age: Children shall at no time be left in the care of anyone under 16 years of age. At least one adult shall be present with the children at all times.

2) Physical: No person suffering from a contagious disease or illness shall be in contact with children while in the day care home.

3) Character: "The day care parent or staff employed by the day care parent shall be persons who have a knowledge of child growth and development sufficient to plan good experiences for children, and to understand and interpret behavior. They shall have evidence of recent participation in workshops, courses, seminars, etc., which relate to the care of young children. If such training is not available, this requirement may be waived until training is available."

4) Other: Not Applicable.

b. Assistants: See 4.a.3 above

c. Members of Family: Not specified.

5. RESTRICTIONS ON HOME:

a. Use of Home: No restrictions specified.

b. Physical Structure:

1) General: Special approval is needed for use of rooms lower than three feet below ground level. Also, there should be at least one toilet and handwashing facility for children's use and a suitable place for their outer garmets and private possessions.

2) Indoor Space: 35 sq.ft. of usable play space.

3) Outdoor Space: At least 100 sq.ft. of usable play space per child, located adjacent to the home, and fenced or otherwise protected from traffice or other outside hazards.

4) Special Features: At least one room in which children may play energetically with freedom.

d. Sanitation: No particular requirements specified.

7. LICENSING FEE: None specified.

8. OTHER REQUIREMENTS:

a. Child Health: Protection and maintenance of child health is required; arrangements should be made for immediate treatment in emergencies; no medication given unless authorization in writing from doctor or parent; parents or guardians shall be notified when a communicable disease has been introduced into the home.

Individual cups, towels and wash cloths are required.

b. Reports and Records: Records of individual children are required stating - identifying information, whom to contact in emergencies, health records, - and a signed statement of health on each child from his physician, renewable annually. Personal records of any employees are also required stating identifying information, references, and health records.

c. Program: Taking into consideration the individual, need, age, and developmental level of each child, the day care parent shall make provision for alternate periods of active and quiet periods during the day. Guidelines are set out in the standards to help day care parents to do this.

d. Nutrition: Meals served in the family day care home shall be planned with the child's daily food needs in mind and should complement the meals served in the child's own home. Regulations specify that meals shall be attractively served and menus available to parents. "For children under one year of age the family day care home shall secure from the parents a formula and feeding plan. Infants shall be fed individually and preferably held while fed."
"Children who are in care five or more hours shall have 1/3 of their daily food needs supplied by family day care home. Children in care 10 hours shall have an additional meal, either breakfast or supper depending on hours of care."

e. Equipment: Indoor and outdoor equipment shall be sufficient to ensure that each child shall have a varied program and a comfortable place to nap. There shall be a telephone accessible to the family day care home. Equipment shall be kept clean and sanitary.

6. CODE REQUIREMENTS:

a. General: The building shall be clean and free from obvious hazards to the child's health and safety.

b. Fire: The home heating system, floor furnaces, etc., should present no hazard to children. A written plan for evacuation in case of fire is necessary. Unvented heaters shall not be used.

c. Safety: A first aid kit shall be maintained and the day care parent knowledgeable about first aid procedures.

HAWAII
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: State of Hawaii Dept. of Social Services and Housing, Public Welfare Division.

   b. Statute: Revised Laws of Hawaii 1955, Chapter 108 as amended. Act. 62.

   c. Regulations: Rules and Regulations Governing Family Day Care Homes, August 1966.

2. DEFINITIONS:

   a. Child Care Agency: None specified.

   b. Family Day Care Home: "A home in which two but not more than five children are provided regular care apart from their parents or guardians: (a) with or without charging a fee during any part of a twenty-four hour day, (b) where the relationship of child and family day care parents is not by blood or marriage."

3. AGE AND NUMBER:

   a. Age Range: Not specified.

   b. Number of Children: A family day care home shall provide care for no more than five children exclusive of the day care parents' own children.
   "In no instance shall care be provided to more than 5 children under 8 years of age, including family day care parents' own children."
   "In no instance shall care be provided to more than 2 children under the age of 2 years by one adult, including family day care parents' own children."
   "Should there be additional adult help in the home, at no time shall care be provided to more than 4 children under the age of 2, including family day care parents' own children."

   c. Child/Staff Ratio: 5:1 or 2:1 as above.

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1) Age: Not specified.

2) Physical: Family day care parents and all members of the household shall be free from transmittable disease and from physical conditions which would adversely affect the care of children. Satisfactory physical examination reports are required for all day care parents. TB tests and other health reports (as requested) are required for each member of the family. Annual TB x-rays or tuberculin tests are required of all household members.

3) Character: Family day care parents shall show evidence of being well adjusted persons, capable of understanding and caring for children and shall provide at least two references in terms of character and ability

4) Other: The day care family's income shall be reasonably steady and sufficient to maintain an adequate standard of living.

b. Assistants: The day care parent should arrange for supervision of the children by a responsible person, should she be absent.

c. Members of Family: Requirements are specified in 4.a.2) above.

5. RESTRICTIONS ON HOME:

a. Use of Home: Family day care parents shall not conduct a lodging or boarding house, or other business on the premises which would adversely affect the welfare of the children under their care.

b. Physical Structure:

1) General: There shall be good, artificial and natural light and ventilation available for bathing and toilet facilities. Ventilation means a window that opens to the outside atmosphere or a mechanical ventilating system.

2) Indoor Space: 35 sq.ft. per child minimum excluding bathroom, kitchen, cupboard space and hallways.

For nighttime care, every room used for sleeping purposes shall have a minimum of 50 usable sq. ft. of area per child excluding bathroom, kitchen, cupboard and hallspace.

3) Outdoor space: "There shall be easy accessibility to adequate outdoor space. It shall be fenced or otherwise protected, safe and well drained with sunny and shady areas."

4) Special Features: None specified.

6. CODE REQUIREMENTS

a. General: The home shall comply with State Laws and Public Health Regulations on sanitation and housing.

b. Fire: Not specified.

c. Safety: Poisons, drugs, harmful chemicals and other dangerous articles such as cleaning fluids, matches, firearms and tools shall be kept in a safe location and out of reach of children.

d. Sanitation: "The premises shall be kept in a safe and sanitary condition.

"Running potable water should be available for bathing facilities and the waste shall be connected to a cesspool or sewer system.

"Where there is an adequate water supply, the home shall have sanitary water-flush toilets. In areas where an adequate water supply is not available, toilet facilities shall be in accordance with Public Health Regulations.

"The home shall have adequate facilities for the proper disposal of garbage and refuse.

"Food stored in the home shall be protected from rat and insect infestation and perishable food shall be stored under refrigeration.

"Preparation of food shall be in a properly screened kitchen with adequate sink facilities.

"There shall be proper facilities for washing and sanitizing eating and drinking utensils."

7. LICENSING FEE: None specified.

8. OTHER REQUIREMENTS:

a. Child Health: The family day care parents shall require the following written medical reports and health information on each child accepted for admittance to their home:
   a. A physical examination by a licensed physician given within 90 days immediately preceding placement and at least annually thereafter.
   b. Immunization records.
   c. Pertinent information on the health of the child and any particular medical health problems.
   There shall be a health inspection each day by the family day care mother of each child upon his arrival at the home for any indication of illness.

b. Reports and Records: Confidential records as to each child's health, emergency information, daily attendance, etc., shall be kept in the family day care home.

c. Program: There shall be a well-balanced daily program including rests, regular meals and recreation, including supervised outdoor activity. The religious faith of each child shall be respected.

d. Nutrition: Nutritious food appropriate to ages and nutritious snacks between meals shall be provided by homes caring for children through mealtimes.

e. Equipment: Each child shall be provided a space for and be provided with, individual towels, combs, and other toilet articles, and a change of clothing for emergency. Additionally, there shall be individual cribs for children under 2 years of age, a bed, cot, or insulated bag for each child with clean and sanitary bedding and linen.

f. Discipline: There shall be no punishment or discipline which may in any way injure or harm a child physically or emotionally.

g. Exceptions: Exceptions to the regulations may be made at the discretion of the Dept.

h. Penalty: Any person willfully making any false statement or violating these regulations shall be guilty of a misdemeanor and be punished by a fine not exceeding two hundred dollars.

IDAHO
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Idaho Department of Public Assistance

   b. Statute: Child-Care Licensing Act, Chapter 320-1963. Session Laws of 1963, (39-1208 through 39-1224, Idaho Code)

   c. Regulation: Foster Homes and Day-Care Homes--Rules and Regulations for implementation and enforcement of Standards for Licensing under the Child-Care Licensing Act, 1963.

2. DEFINITIONS:

   a. Child Care Agency: "Any foster home, children's agency or children's institution which applies for a license in the manner and form prescribed by the commissioner and is found upon investigation by the department to be established in conformity with the rules, regulations and standards established by the department under the authority conferred herein shall be licensed for a period of one year."

   b. Family Day Care Home: "a home or place in which any child or children not related by blood or marriage to the person or persons operating such home are regularly received and cared for during any part of the twenty-four hour day."
   (NOTE: FOLLOWING REFERENCES TO FOSTER PARENTS AND HOMES SHOULD READ "DAY CARE PARENT" AND "DAY CARE HOME")

3. AGE AND NUMBER:

   a. Age Range: "Age (and sex) of the children for whom the home is equipped to care will be determined by consideration of the environmental factors affecting the safety and welfare of the children."

   b. Number of Children: The maximum number cared for shall be determined by the accommodations of the home. The number of children under care at one time shall be limited to not more than six children including those of foster mother. Of the total of six not more than four shall be foster children and no more than two shall be under two years of age, including those of the foster mother.

   c. Child/Staff Ratio: 0 - 2 years - 2:1
      2 - 16 years - 4:1

4. STAFF QUALIFICATIONS:

a. Day Care Operator:

1) Age: "Of suitable age"

2) Physical: "All members of the household must be in such physical and mental health as will not affect adversely either the health of the child or the quality and manner of his care. A report of good health from a regularly licensed physician may be required if this seems necessary or advisable.

3) Character: The foster mother must be capable of handling an emergency situation promptly and intelligently, and willing to co-operate fully with the child's own parents so that there may be continuity in the care of the child. There must be understanding of the problems of children and sympathy for them, and foster parents shall be of good character and habits. 3 satisfactory references including the family physician will be required.

b Assistants - Not specified.

c. Members of the Family: Relationships among members of the family shall be such as to insure a good atmosphere for the child and the household shall not include persons whose presence is hostile to children.

5. RESTRICTIONS ON HOME:

a. Use of Home: In a residential or rural district--not commercial or factory. Day care homes may not accept maternity, convalescent patients, or aged persons unless the latter are part of the family group.

b. Physical Structure:

1) General: Not specified.

2) Indoor Space: Not less than 35 sq. ft. of floor space per child excluding halls, bathrooms, isolation room and kitchen.

3) Outdoor Space: A minimum of 75 sq. ft. for each child under 6 yrs. and a minimum of 100 sq. ft. for each child 6 yrs. of age and over.

4) Special Features: Adequate fencing from hazards is stipulated and basements shall not be used for the care of children unless they meet the standards required.

6. CODE REQUIREMENTS:

   a. General: None specified.

   b. Fire: Basements must be free from fire hazards and have adequate exits. Fireplaces and open-faced heaters must be screen-protected, and there must be no other fire hazards.

   c. Safety: An adequate supply of safe play material and equipment suitable to all ages, indoors and out is required and the home should have sufficient room to be comfortable and safe. If there is any hazard to safety, either a fence or supervision to provide adequate protection at all times is stipulated.

   d. Sanitation: The house and premises shall be kept clean and sanitary, adequate and inspected toilet facilities and an approved water supply.

7. LICENSING FEE: None specified.

8. OTHER REQUIREMENTS:

   a. Child Health: Provision shall be made for isolation of a child in the event of illness and a daily inspection of each child is required on arrival. Current information must be available to the day care mother regarding contact with parents and doctors in case of emergency or illness.

   b. Reports and Records: Permanent records regarding parents and physicians as in (a) above are required, also current records and pertinent information of each child in the home for the information of the Dept. of Public Assistance at the end of each six months.

   c. Program: There shall be a daily routine to insure good health habits, adequate indoor and outdoor play, rest and sleep.

   d. Nutrition: Provision for the proper care and protection of food with particular emphasis on T.B. and other attested or pasteurized milk. Diet shall be well balanced and adequate to meet nutritional needs at regular hours.

e. Equipment: Separate and individual towels and toilet articles are required. Individual beds or cots are required for infants and young children who require rest periods. An assortment of play materials and equipment should be provided with emphasis placed on materials which will stimulate activity rather than on mechanical toys.

ILLINOIS
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: State of Illinois Department of Children and Family Services, Division of Child Welfare

   b. Statute: The Child Care Act of 1969, State of Illinois.

   c. Regulation: Children and Family Services Regulation No. 5.09 "Minimum Standards for Licensed Day Care Homes."

2. DEFINITIONS:

   a. Child Care Agency: "Facility for child care" or "child care facility" means any person, group of persons, agency, association or organization, whether established for gain or otherwise, who or which receives or arranges for care or placement of one or more children, unrelated to the operator of the facility, apart from the parents, with or without the transfer of the right of custody in any facility as defined in this Act, established and maintained for the care of children."

   b. Family Day Care Home: "Day care homes" means family homes which receive not more than 8 children for care during the day. The maximum of 8 children includes the family's natural or adopted children under age 18 and those children who are in the home under full-time care."

   Under separate regulations, Illinois also licenses night care facilities (centers and family homes). Nighttime home means a family home which receives no more than 8 children, including the family's own children, under the age of 18, for nighttime care.

3. AGE AND NUMBER

   a. Age Range: Lower age unspecified to age 18 yrs.

   b. Number of Children: Not more than 8 children including the family's own children under age 18 yrs. The number of non-related children placed shall be determined by ages, ages and number of family's own children and the assistance available to the mother.

   c. Child/Staff Ratio: Unless there is an assistant, the ratio shall be -
      4:1 where children are under 6; including own children
      2:1 where children are under 2; including own children

4. STAFF QUALIFICATIONS:

a. Day Care Operator:

1) Age: Unspecified except for the word "mature."

2) Physical: Day care parents shall be physically able to meet the needs of the children whose care they undertake. Physical reports, prior to licensing, are required, including T.B. tests and general statements on communicable or infectious diseases and emotional health. Medical reexaminations may be required at the discretion of the physician or supervising agency.

3) Character: "The day care parents shall be stable, responsible, mature individuals of reputable character, who can exercise good judgment in caring for children and who have the capacity to accept agency supervision. They shall have an understanding of children's total needs. They shall have an appreciation of the child's relationship with his own family."

4) Other: The mother shall not be employed away from home when children are present. When there are two parents in the home, both shall be jointly included in the license application.

b. Assistants: "The person assisting the day care mother shall be at least 16 years of age, except that the person may be 14 years of age when school is not in session. If the person assisting is 14 to 18 years of age he is to be considered only as a helper not as a child under card." Also assistants' medical reports are required.

c. Members of Family: See 4(a) 3 and 4 above. Also a medical report is required on each member of the household.

5. RESTRICTIONS ON HOME:

a. Use of Home: Applicants operating a rooming or boarding house, or other business enterprise on the premises, shall present evidence that the operation of such business does not interfere with the day care of children.

b. Physical Structure:

1) General: Adequate space for quiet and active play.

2) Indoor Space: Not specified.

3) Outdoor Space: "There shall be safe outdoor space for active play, open and sheltered areas to permit children to enjoy activities in either sun or shade and to protect them from exposure to extreme temperatures."

4) Special Features: None specified.

6. CODE REQUIREMENTS:

a. General: "The day care home shall be safe, clean, well-ventilated, properly lighted and heated. The water supply and sanitation shall comply with all requirements of the local and/or state health authorities."

b. Fire: "There shall be reasonable protection from all fire hazard."

c. Safety: "The day care parents shall protect children by storing drugs, household supplies, and dangerous tools and weapons in places inaccessible to the child.

There shall be safe outdoor space for active play, protected against such hazards as traffic, pools, railroads and construction."

d. Sanitation: See 6.a. above. Also the regulations specify detailed sanitary requirements for beds and bedding should the home provide care for pre-school children needing naps.

7. LICENSING FEE: "There shall be no fee nor charge for license issued."

8. OTHER REQUIREMENTS:

a. Child Health: Daily inspections for symptoms of illness and provisions required for isolating sick children pending medical attention. Household pets must be inoculated if required by State or local regulations. Each child required to have a complete physical examination either prior to admission or within 30 days, this to include T.B. tests.

b. Reports and Records: The licenses shall maintain records that are current and open to inspection; these to include--immunization records, physical and medical information, name, address and telephone number of parents, etc. Information of this nature shall be regarded and handled confidentially.

c. Program: "The daily routine shall be planned in accordance with the ages of the children. Activities shall provide both for active and quiet play, indoors and out, and offer opportunity for growth in physical, social, and mental development. There shall be a good balance of time allowed for meals, rest, sleep, and play.

d. Nutrition: Food products from home-raised animals shall meet the standards of the Dept. of Agriculture and Public Health. "The day care home shall provide food with nutritional content and in sufficient quantity to meet the needs of children, served at intervals so that no more than approximately five hours elapse between meals. If there is a longer wait for a child to have his next meal at his own home, a simple snack shall be served between meals.

e. Equipment: Simple play equipment, suitable to ages and needs, shall be available indoors and outside, and individual towels, cups, washcloths, combs, beds and cots also available.

f. Discipline: "Child training and discipline shall be handled with kindness and understanding. No child shall be deprived of a meal as punishment. No child shall be subjected to unusual, unnecessary, severe, or corporal punishment inflicted upon the body in any manner, or to verbal abuse, threats, or derogatory remarks about him or his family."

INDIANA
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Department of Public Welfare.

   b. Statute: Chapter 185, Acts of 1945 of the Indiana General Assembly.

   c. Regulation: Rules and Regulations - Department Of Public Welfare Title 3 - Chapter 1, Licensing of Boarding Homes for Children.

2. DEFINITIONS:

   a. Child Care Agency: Not specified.

   b. Family Day Care Home: A boarding home for day-time care of children is a place of residence in which children are cared for only during the day time.

3. AGE AND NUMBER:

   a. Age Range: Infants and older children.

   b. Number of Children: "When more than six children are cared for, the boarding mother shall maintain adequate staff for the care of the number of children stated in the license."

      "Not more than ten children may be cared for at any one time in a boarding home giving day-time care to children; providing, however, that the State Dept. of Public Welfare may waive compliance with this requirement when unusual circumstances or conditions warrant such a waiver."

   c. Child/Staff Ratio: 6:1

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1. Age: "Foster parents shall be mature individuals who are capable of exercising and do exercise good judgement in the handling of a child."

      2. Physical: "A statement from a duly licensed physician and such other evidence of good health as may be required of the foster family by the State Department of Public Welfare shall be furnished."

3) Character: Not specified.

4) Other: "There shall be sufficient income and resources in the home to insure a reasonable living standard within the boarding home and proper care for the children "

b. Assistants: Reliable supervision shall be provided at all times.

c. Members of Family: The health of all members of the foster family or other individuals living in the home shall be such that it will not be detrimental to the health and welfare of the foster children.

5. RESTRICTIONS ON HOME:

a. Use of Home: None specified.

b. Physical Structure:

1) General: "The boarding home for day-time care of children will not be located where unusual conditions exist that would be hazardous to the physical or moral welfare of the child.

The home shall be heated to provide for comfort, and the heat of all rooms used for infants shall provide at all times a temperature of at least 70 degrees Fahrenheit.

There shall be accommodations for day-time naps which shall have adequate ventilation and space necessary for the health, safety and welfare of the children.

Proper facilities and opportunity shall be provided for school children to study if hours of care make it advisable."

2) Indoor space: "There shall be at least 35 square feet of indoor play space per child exclusive of halls, bath rooms and kitchen, where 7 through 10 children are cared for.

3) Outdoor space: "There shall be an enclosed yard for outdoor play with a minimum of 50 square feet of space for each child," where 7 through 10 children are cared for.

4) Special features where 7 through 10 children are cared for: "Children under two shall be cared for in a different play and sleeping room from the older children. There shall be at least one stool and wash bowl for each 10 children."

6. CODE REQUIREMENTS

   a. General: "Boarding homes for day-time care of children shall conform to all rules and regulations of the local health authorities and the State Board of Health as to diet, medical care and sanitation and to all laws pertaining thereto."

   b. Fire: "Boarding homes for day-time care of children shall conform to all rules and regulations of the local police, fire and safety authorities and of the State Fire Marshal as to fire and safety precautions."

   c. Safety: Included above.

   d. Sanitation : "The boarding home for day-time care for children shall conform to the sanitary laws and ordinances of the State and the city or town in which it is located. It shall be kept clean and in a fit sanitary condition. Windows and doors shall be screened as required by the climatic conditions. The milk supply, the water supply and sewage disposal shall conform to the standards set by the State Board of Health under its rules and regulations and all laws pertaining thereto."

7. LICENSING FEE: None specified.

8. OTHER REQUIREMENTS:

   a. Child's Health: "A child suffering from a communicable or contagious disease shall not be admitted to a home where there are other children unless plans are based on competent medical advice.

   If a person in the boarding home for day-time care should contract a communicable disease, the foster child shall not be permitted to remain there unless suitable health precautions are taken for the protection of the child."

   "When more than 6 children are cared for a separate room shall always be available for the isolation of a sick child. Each child shall be examined when he arrives in the morning and if there are indications of illness, the child shall be isolated from the group."

   b. Records and Reports: "Each foster mother shall keep a record of children admitted, the time of admission, the time of release and any other specific information required by agency supervising the home."

c. Program: "If the home has more than six children a program which has educational values and which gives children constructive group experience shall be planned for part of the day."

d. Nutrition: "Food supplied to children shall be of good quality, properly prepared, and sufficient in quantity to meet their individual needs."

e. Equipment: There shall be a sufficient supply of toys and other play equipment for indoor and outdoor play.

f. Discipline: "Each child shall receive the same treatment as members of the foster family. No child shall be subjected to cruelty, neglect or exploitation."

g. Religion: "The religion of each child shall be given preference in planning for his attendance at Sunday School or Church."

IOWA
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Department of Social Services, (County offices of the State Department issue licenses).

   b. Statute: Chapter 237, Children's Boarding Homes, 1954 Iowa Code.

   c. Regulation: Employee's Manual, Foster Care Services, Iowa Dept. of Social Services, July 1970.

2. DEFINITIONS:

   a. Child Care Agency: No specific definition.

   b. Family Day Care Home: "Any person who receives for care and treatment or has in his custody at any one time one or more children under the age of 16 years unattended by parent or guardian for the purpose of providing them with food, care, and lodging, except children related to him by blood or marriage, and except children received by him with the intent of adopting them into his own family, shall be deemed to maintain a children's boarding home. This definition shall not include any person who is caring for children for a period of less than thirty days."

      Reference to "foster parents" and "foster homes" applies to day care parents and day care homes.

3. AGE AND NUMBER:

   a. Age Range: 0 - 15 years

   b. Number of Children: Not exceeding 5, including the foster family's own children.

   c. Child/Staff Ratio: 5:1

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1) Age: Foster parents shall be of a suitable age to meet the needs of a foster child in terms of physical strength, emotional maturity and flexibility. They should not be more than 50 years older than the children placed.

2) Physical: Foster family members shall be in good health and free from communicable diseases and present and recurring mental disease. No member of the family shall have an illness or disability that would affect unfavorably his ability to use patience and understanding in caring for children.

3) Character: The family relationships, personalities and characteristics shall be considered in relation to the age and needs of the foster child.

All members of the foster family shall have moral and ethical standards acceptable to the community and shall have an appreciation of the spiritual value of religion. References are required.

b. Assistants: Not specified.

c. Members of Family: See all of (a) above. Children should be accepted by all members of the foster family and treated as a member of the family group.

5. RESTRICTIONS ON HOME:

a. Use of Home: Foster parents shall not carry on any commerical work in the home which might be detrimental to the development of the child in care. A licensed home shall not be permitted to also be a licensed nursing or custodial home.

b. Physical Structure:

1) General: No specific requirements.

2) Indoor Space: Minimum recommended indoor play area per child should be 35 sq.ft. - minimum room size 80 sq. ft. except kitchenettes.

3) Outdoor Space: Minimum recommended area of outdoor play space per child should be 75 sq.ft.

4) Special Features: All rooms where children eat, sleep and play shall be ventilated by windows which can be opened.

6. CODE REQUIREMENTS:

   a. General: The requirements of the appropriate health and fire prevention officials must be met with respect to sanitation, sewage disposal, water supply, protection against fire, and other hazards to the children's health and safety.

   b. Fire: The home shall be provided with reasonably safe fire protection. The State Fire Marshal or his delegate upon request by the department will inspect the home to determine whether it meets fire safety standards.

   c. Safety: No specific requirements.

   d. Sanitation: Water should be obtained from a public water supply or from a satisfactory alternate, tested yearly and approved by laboratory tests at the State Hygienic Laboratory. The nitrate test must be included for homes caring for children under 2 years of age.

7. LICENSING FEE: None specified.

8. OTHER REQUIREMENTS:

   a. Child Health: Every child shall be given a physical examination at the time of placement. The health and medical care requirements shall recognize the right of the child's parents to modify, because of religious convictions, the kind of medical service used. No medication shall be regularly administered to a child without the knowledge and approval of his doctor. In the case of injury or illness, a child shall have immediate medical care, medical agreements being signed by parents/agency to cover such emergencies.

   b. Reports and Records: Foster families shall maintain the following records to be available for review by the agency: Child's full name, birthdate and date of acceptance for care, Date of discharge, Name/address of the person to whom the child is discharged, Placement agreement/medical consent, Medical report for each child.

   c. Program: The foster child shall have educational experiences in accordance with his needs and potential. Enclosed play area for the very young with adequate supervision is required.

d. Nutrition: Every home should have facilities for holding perishable foods at 50° F or below. Food must be provided the child in such quantities and variety so as to satisfy not only his appetite but also provide for essential nutritional and dietary needs. All formulas for infants under one year of age shall be prescribed by a physician.

e. Equipment: None specified.

KANSAS
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Kansas State Department of Health with required approval of Division of Child Welfare Services, State Dept. of Social Welfare.

   b. Statute: KSA 65-501 through 65-515.

   c. Regulations: "Day Care Homes for Children - Regulations for Licensing."

2. DEFINITIONS:

   a. Child Care Agency: Not specified.

   b. Family Day Care Home: "Is a home in which care is given for less than 24 hours a day to a small number of children away from their own homes, who are not related to the person giving care."

3. AGE AND NUMBER:

   a. Age Range: If children under two years are given care, licenses may be granted for a maximum of four children, two of which may be under two years. In a home where natural and day care children are over two years of age, a license may be granted for a maximum of six children.

   b. Number of Children: See 3a above. The family's own children under six years of age shall be a determining factor in establishing capacity.

   c. Child/Staff Ratio: 4:1 or 6:1

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1. Age: Within ages of 21 and 60 years. An exception may be made if applicant is found to be fully capable of operating a day care home.

      2. Physical: Information shall be provided as to the health of the applicant.

      3. Character: The applicant shall not receive a license if she has been convicted of a felony involving intentional bodily harm or has a history of sex deviation or commission of a sexual offense.

4) Others: Applicant shall be qualified by temperament, emotional maturity, sound judgment, education, experience and an understanding of children to give care to children. Day care mothers shall when possible avail themselves of educational training opportunities to increase their skills.

b. Assistants: Information shall be provided as to the health and character of all persons in contact with the children while in the home.

c. Members of Family: Shall not receive a license when any member of the household has been convicted of a felony involving intentional bodily harm or has a history of sex deviation or commission of a sexual offense. A health certificate shall state that he is free from communicable disease and tuberculosis and that children under 16 are immunized. This is renewed every three years except for members 60 years of age or over who shall renew every year.

5. RESTRICTIONS ON HOME:

a. Use of Home: Day care, and boarding care which consists of twenty-four hour care for children, shall not be permitted in the same home. Work or business of any nature which is hazardous to the health, safety, morals, or welfare of the children shall not be conducted in or about the home. When nighttime care is given, the home shall meet applicable boarding home regulations.

b. Physical Structure:

1) General: Shall be in an area which is conducive to the health, safety, and welfare of the children in care.

2) Indoor Space: There shall be indoor space available. Space shall be provided for play equipment and materials so that they are readily accessible to the children.

3) Outdoor Space: Which will provide a safe play space. If adjacent to a dangerous area, fencing shall be used. The yard shall be free from hazards.

4) Special Features: The home shall be as nearly as possible a family situation. Facilities for napping shall be provided on or above ground level. The child must have his own sheets and cover. In no case shall there

be more than two children on one double bed. Bathroom facilities shall be convenient and suitable for children with plumbing facilities in good condition. There shall be a telephone on the premises and readily available.

6. CODE REQUIREMENTS:

   a. General: The house shall meet all state and local legal requirements pertaining to building, zoning, fire protection, water supply and sewage disposal.

   b. Fire: All quarters occupied by the children shall be properly lighted, heated and ventilated. Fireplaces, floor furnaces, open-faced heaters, and hot radiators shall be protected by screens or guards. Gas heaters shall be vented to the outside and installed with rigid connections and protectors.

   c. Safety: Second floor windows shall be safely guarded. The premises shall include no equipment or furnishings that are hazardous.

   d. Sanitation: Sanitary drinking facilities shall be provided. Dishes shall have smooth surfaces, be entirely free from cracks or chips, and be maintained in a sanitary condition. Windows and doors shall be screened in warm weather. The home shall be clean, free from accumulated dirt and evidence of rodent infestation and in a good state of repair. All garbage shall be kept in a tightly covered metal receptacle and be disposed of as not to constitute a health hazard or nuisance.

7. LICENSING FEE: $2.00 for 4 children or less and $5.00 for 5 children or more.

8. OTHER REQUIREMENTS:

   a. Child Health: "No child shall be admitted to a day care home, except in an emergency, before obtaining from his physician the "Medical Record for Children Receiving Day Care," prescribed by the Kansas State Department of Health, stating that he is free from communicable disease and tuberculosis and that he has been immunized or is in the process of receiving immunization against smallpox, whooping cough, polio, diptheria, tetanus, measles, and others as recommended by the State Department of Health."

The day care mother shall carry out a daily health inspection of the child in the presence of the parent and shall not be admitted when he shows any sign of illness. Any child showing symptoms during the day shall be isolated. When a child is absent the day care mother shall inquire as to the reasons so that the interest of the other children may be protected The day care mother shall be familiar with first-aid procedures. Advance arrangements should be made with the parent for medical care and personal hygiene.

b. Reports and Records: The medical record of each child shall be on file in the day care home and a new record shall be filed annually. A notation of all injuries shall be made on the child's medical record, including the date, time of day, nature of the injury, treatment, witnesses, and whether the parent was notified or summoned. A record shall be kept listing the name and address of each child and his parents, the name and telephone number of the child's physician, and stating how the parents may be reached in case of an emergency.

The admission of children with certain specified handicaps shall be reported at monthly intervals to the State Board of Health.

c. Program: Each child shall be given educational, recreational and cultural opportunities which will develop his abilities, judgment, and sense of responsibility. Each day care home shall offer vigorous and quiet activities, indoor and outdoor play, rest and meals. Outdoor play shall average at least one hour under supervision of an adult for children spending the entire day at the family day care home. There shall be a supervised rest period.

d. Nutrition: Shall receive a mid-morning and mid-afternoon snack. If children remain in the house for longer than four hours, a balanced meal shall be served.

e. Equipment: Individual towels and wash cloths or paper towels shall be provided. Individual toothbrushes and combs shall be provided. Play equipment shall be provided which is of sufficient quantity and safe and suitable to the needs of the children.

KENTUCKY
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Department of Child Welfare

   b. Statute: Kentucky Revised Statutes 199.894, 199.990. 1969

   c. Regulations: Standards and Regulations for Day Care Centers and Day Care Homes. Kentucky Department of Child Welfare. October 1967.

2. DEFINITIONS:

   a. Child Care Agency: Not specified.

   b. Family Day Care Home: "The day care home is designed to care for four but not more than six children in a family type situation for any part of the day or night. The operator's own preschool children must be included in the number for which the home is licensed."

3. AGE AND NUMBER:

   a. Age Range: Not specified.

   b. Number of Children: 4 - 6 children are provided for in day care home.

   c. Child/Staff Ratio: 6:1

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

   1) Age: "The day care operator shall be of suitable age and temperament to care for children; shall have knowledge of the needs of children; shall be capable of handling an emergency situation promptly and intelligently."

   2) Physical: "The day care operator and all members of the household shall be in such physical and mental health as will not affect adversely either the health of the child or the quality and manner of his care. All members of the household shall obtain up-to-date medical reports. A tuberculin test is required annually thereafter, for day care operators and other adults coming in contact with the children."

3) Character: None specified.

4) Other: "She shall be willing to attend training courses and workshops in order to increase her knowledge and understanding of child development."

b. Assistants: Children under care shall at no time be left without competent adult supervision.

c. Members of Family: "Relationships among members of the household shall assure a wholesome atmosphere for the child. Activities of the family living in the home shall not interfere with the day care program."

5. RESTRICTIONS ON HOME:

a. Use of Home: "There shall be no adult roomers in the home without the knowledge and approval of the licensing agency."

b. Physical Structure:

1) General: "The home shall be so constructed that it is dry, properly heated, ventilated, lighted and cooled; that windows, doors, stoves, heaters, furnaces, pipes, and stairs are protected; that screening is provided; and that the floor is free from splinters and easily cleaned."

2) Indoor Space: "There shall be a minimum of 35 sq. ft. of space per child exclusive of kitchen and bathroom."

3) Outdoor Space: "The yard shall be free from litter, glass, rubbish, and inflammable materials. There shall be adequate protection from hazards, including fencing if necessary."

4) Special Features: "The home shall be equipped with a telephone easily accessible to the rooms used by the children."

6. CODE REQUIREMENTS:

a. General: Building requirements are in Appendix E of Kentucky Regulations. Rooms should be light. Hardwood floors or linoleum tile on floors.

b. Fire: Department of Public Safety, Division of Fire Prevention. Appendix B3 of Kentucky Regulations.

c. Safety: "All unused electrical outlets and sockets should be capped and extension cords eliminated. Doors that open to potential danger should be locked while essential doors should not be locked. All stairs should have hand railings. Cleaning and medical supplies must be kept out of children's reach. Remove any hazards such as broken toys, splinters, glass, protruding nails, etc."

d. Sanitation: Department of Health does the sanitary inspection. Appendix B4.

LICENSING FEES: Initial fee of $15 and renewal fee of $10.

OTHER REQUIREMENTS:

a. Child Health: "The operator shall have practical knowledge of first aid and sufficient first aid supplies shall be available to provide treatment. Provisions shall be made for emergency medical care and for prompt isolation of any child showing signs of illness until arrangements can be made to take him home."

b. Reports and Records: "Sufficient records shall be kept to identify the children and to enable the operator to contact the parent or person responsible for the child either in their home or place of employment or in an emergency the family physician. Daily attendance records of children shall be kept. Health records of the family must be kept on file. General report forms sent out by the Department shall be completed and returned as requested."

c. Program: "The home must provide a well balanced program of daily activities appropriate for the age level of the children through conversation, dramatic play, art, music, literature, and science and nature projects. The program shall include an hour or more of outdoor play each day, unless the weather is extremely bad or there is a valid reason for the child to remain inside."

beds shall be provided for each child and individual towels, wash cloths and drinking cups shall be provided."

f. Discipline: "Children shall not be subjected to harsh and unnecessary punishment, nor shall any method of discipline be used that is humiliating, threatening, shaming or frightening. Loud, profane, or abusive language shall not be used, nor punishment be associated with rest, toilet training, or food. Discipline shall be achieved through consistent guidance."

d. Nutrition: "A wholesome meal shall be served at mealtimes and provisions made for mid-morning and mid-afternoon snacks. The milk and water supply shall be approved."

e. Equipment: "There shall be adequate and safe play equipment, both indoors and outdoors, to meet the varied developmental needs and interests of children of different ages. Individual storage space for children's clothing shall be provided in the form of lockers, or low hooks with shelf space for extra clothing and other belongings. Individual cots, cribs or

LOUISIANA
Family Day Care Homes

Family Day Care for less than 5 children can be provided without a license. But these homes are certified by the Louisiana State Dept. of Public Welfare if the Department places welfare-supported children in them. Certification details are as follows -

1. REGULATING AUTHORITY:

   a. Certifying Authority: State of Louisiana Department of Public Welfare

   b. Statute: None specified.

   c. Regulation: As set out in Dept. of Public Welfare Manual, Chapter IV, 458 - The Family Day Care Home Program, April, 1964.

2. DEFINITIONS:

   a. Child Care Agency: "Child-caring institution shall mean any institution, society, agency, corporation or facility operating for the primary purpose of providing full-time care for children outside of their own home."

   b. Family Day Care Home: "A family day care home is a private home in which care is given to four or less children, placed by the department, not related to the operator, during any part of the day and for whom the department pays a fee for the day care services. Such family day care homes accept children for care exclusively from the department. The child is cared for on a day care basis only so long as the department feels that this is the most suitable plan for him and the home is willing to care for him. Full time foster care cannot be provided in the same facility."

3. AGE AND NUMBER:

   a. Age Range: "Under 17 years of age" - from Statute.

   b. Number of Children: "There shall be no more than 4 children for pay in the home. There shall be no more than two unrelated children under the age of two years in the home. The maximum number of preschool age children, including the family's own children, shall not exceed six (6)."

c. Child/Staff Ratio: Not specified but if the total number of children in the home is 6 or more it is necessary that part-time help be available.

4. STATE QUALIFICATIONS:

a. Day Care Operator:

1. Age: "Of suitable age."

2. Physical: "All family members and employees shall be free from physical or mental illness which might be detrimental to a child. Each member of the family shall be required to obtain, during the initial study, a statement from a licensed physician regarding his general health and a negative report on a test for tuberculosis. The family's preschool age children shall meet the same requirements as the children in care."

3. Character: Must assume responsibility for providing a healthy, wholesome living experience for the child, meeting his needs for affection, care, training, discipline, rest and nourishing food while in care. The FDC mother must be of suitable temperament to care for children, have knowledge of their needs and be capable of handling emergency situations promptly and intelligently.

4. Other: Day care families must agree to accept children for day care only from the Dept. of Public Welfare - their acceptance of any other child being sufficient reason for revoling their certificate.

b. Assistants: See 3(c) above.

c. Members of Family: All members of the household will welcome children into the home and at least two satisfactory references shall attest to the fact that all members of the family maintain a good reputation in the community. Also see 4a(2) above. Any previous mental illnesses within the household must be checked out for recovery.

5. RESTRICTIONS ON HOME:

   a. Use of Home: No specifications.

   b. Physical Structure:

      1. General: No specifications.

      2. Indoor and Outdoor Space: Space must be available for both indoor and outdoor play. There are no specific requirements regarding the number of sq. ft. of indoor and outdoor space per child as the child will usually have access to all of the home and yard.

6. CODE REQUIREMENTS:

   a. General: "The physical standards of the home are those generally accepted as necessary for health and comfort."

   b. Fire: Not specified.

   c. Safety: Not specified.

   d. Sanitation: The water supply and sanitation shall comply with all requirements of the local health authorities.

7. LICENSING FEE: Not specified.

8. OTHER REQUIREMENTS:

   a. Child Health: "A child should be isolated if he becomes ill during the day until he can be returned to his own home.

      The parent shall be notified as soon as possible if a child develops symptoms of illness of suffers an accident while in care. Medical advice should be sought if the symptoms are severe and the parent is not available. For this purpose, the family day care parent should know the name of the child's physician. The cost of emergency medical care shall be the parent's responsibility.

      If a child has had a highly contagious disease the family day care mother should not re-admit him without a statement from a physician or qualified nurse approving his return."

b. Reports and Records: None specified.

c. Program: Children should always be under the supervision of a competent adult with a daily program of indoor/outdoor activities as well as vigorous/quiet activities, including a rest period.

d. Nutrition: A hot, nourishing well-balanced meal must be provided - mid-morning and afternoon snacks are desirable.

MAINE
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: The Department of Health and Welfare

   b. Statute: Maine Statute 3797, Title 22, Children's Home

   c. Regulations: Law providing for the Licensing of Family Day Care Homes for Children and Rules and Regulations Pertaining Thereto, Sept. 1, 1969.

2. DEFINITIONS:

   a. Child Care Agency: "The term 'Day Care Facility' as used in this chapter shall be held to mean a house or other place conducted or maintained by anyone who advertises himself or holds himself out as providing care and protection for children under 16 years of age, unattended by parents or guardians, for any part of any day, except that any facility, the chief purpose of which is to provide education, shall not be considered to be a day care facility."

   b. Family Day Care Home: "The term 'family day care home' shall mean a private family home conducted or maintained by anyone who advertises himself or holds himself out as providing care and protection for 3 to 6 children under 16 years of age, unattended by parents or guardians, for any part of a day, but less than 24 hours, excepting children related by blood, marriage, or adoption."

3. AGE AND NUMBER:

   a. Age Range: 0 - 15

   b. Number of Children: 3 through 6. If the age range is infants through 6, no more than 2 children under 2-1/2 yrs. of age and a maximum of 5 children in total, including the family day care mother's own children under 8 years old, may be cared for.

   c. Child/Staff Ratio: 6:1 or 5:1 (as above)

4. STAFF QUALIFICATIONS

   a. Day Care Operator:

      1) Age: at least 18, competent and mature

2) Physical: Good health and annual physical exam including TB test.

3) Character: Not specified.

4) Other: "The day care mother must like and understand children and be capable of giving them protection and security."

"If the day care mother is to care for the children alone - provision must be made to have two responsible adults, who may be on call, 18 years or older, one of which is available at all times."

b. Assistants: "All persons responsible for the children must be at least 18 years of age, competent, mature and have understanding and knowledge of needs of children.

c. Members of Family: Family members must be in good health. Annual health examination required including TB test.

"Family relations in home must assure a favorable atmosphere for the child." The day care family must be able and willing to accept the relationship of the child with his own parents and to recognize the differing area of responsibility of the day care home and that of the child's own parents.

5. RESTRICTIONS ON HOME:

a. Use of Home: None specified.

b. Physical Structure: None specified.

c. 1) General: None specified.

2) Indoor Space: There must be sufficient space for play and daily activities. Room used for sleeping must contain 50 square feet net per child. "Space must be provided for storing each child's clothing and personal possessions."

3) Outdoor Space: Sufficient safe space to carry on active play.

4) Special Features: "Windows must be effectively screened."

6. CODE REQUIREMENTS:

   a. General: "Following receipt of application for a license to operate a family day care home, a representative of the Department of Health and Welfare will evaluate the adequacy of the physical plant in accordance with the applicable standards adopted by the Department of Health and Welfare."

   b. Fire: "No license to operate a family day care home at any location can be issued until such home passes a satisfactory inspection for fire safety and fire protection. Such an inspection must be made annually thereafter if renewal license is to be issued to provide care for more than two children. All inspections shall be made under the provisions of Title 25, including Sections 2360, 2391, 2392, 2452 of the revised statutes."

   c. Safety: None specified.

   d. Sanitation: "Water which is used for drinking and cooking purposes must be obtained from a satisfactory supply. If the supply is not from a municipal water system, or an already approved supply, it must meet the standards of the Division of Sanitary Engineering, Department of Health and Welfare. If a satisfactory supply cannot be provided, a license or renewal cannot be issued."

7. LICENSING FEE: None specified.

8. OTHER REQUIREMENTS:

   a. Child Health: "Evidence that each child has had a recent physical examination must be presented to the day care mother prior to the child's acceptance for care, indicating that he is free from communicable and contagious diseases."

      Child must be isolated if he becomes ill during the day. "When a communicable disease is diagnosed, the families of all children being cared for in the day care home must be notified immediately." The name, address, and telephone number of the family physician of each child, together with the parent's written permission to call a physician and written authorization for the child to receive emergency medical treatment must be on file at the day care home so that the doctor may be called in case of sudden illness and accidents. (Hospital preference should be noted.)

b. Reports and Records: A child's record, with identifying of responsibility data shall be kept on file by day care home on each child in care. "There must be a written agreement, in duplicate, between the parents and the day care mother regarding the hours the child is to be in care and the time and payment of fees, one copy to the parent and one copy to the day care mother."

"Daily attendance record must be kept by day care home."

c. Program: "Each day care home must have toys, games, equipment and material, books, etc., for educational development and creative expression appropriate to the age level of the children being cared for."

d. Nutrition: "The day care mother must provide nourishing meals and snacks: There must be a morning snack, a hot lunch, and an afternoon snack for all children."

e. Equipment: "Blankets, individual costs, or mats, or beds and bedding must be provided for each child. For infants under 18 months a crib with sides must be provided."

f. Insurance: "There must be evidence of liability insurance covering facility to protect both the child and day care mother in case of accident."

MAINE
Group Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Department of Health and Welfare.

   b. Statute: Maine Statute 3797, Title 22, Children's Homes.

   c. Regulations: Laws providing for the Licensing of Group Day Care Homes and Rules and Regulations pertaining thereto Sept. 1, 1969.

2. DEFINITIONS:

   a. Child Care Agency: The day care facility as used in this Chapter shall be held to mean a house or other place conducted or maintained by anyone who advertises himself or holds himself out as providing care and protection for children under 16 years of age, unattended by parents or guardians, for any part of any day, except that any facility, the chief purpose of which is to provide education, shall not be considered to be a day care facility."

   b. Group Day Care Home: "The term ' group day care home' shall mean a house or other place conducted or maintained by anyone who advertises or holds himself out as providing care and protection for seven to twelve children under 16 years of age, except children related to the operator by blood, marriage, or adoption, who are unattended by parents or guardians, for any part of a day, except that any facility the chief purpose of which is to provide education shall not be considered to be a group day care home."

3. AGE AND NUMBER

   a. Age Range: Under 16 years of age.

   b. Number of Children: 7-12 children. "At no time shall there be more than three children under the age of 2-1/2 and a separate staff member must be provided for any children under 2-1/2 years of age. In this case, the child-staff ratio of the children over 2-1/2 years of age may not exceed six to one."

   c. Child/Staff Ratio: 6:1 to 3:1 as above

4. STAFF QUALIFICATIONS:

   a. Group Day Care Home Operator: shall mean any person having the primary responsibility for the provision of day care services in the group day care home.

      1) Age: Not specified.

      2) Physical: Mentally and physically fit and emotionally well adjusted. An annual physical examination is required of all members of day care family and any other person having direct contact with children.

      3) Character: Must be reliable and of good moral character.

      4) Other: The group day care home operator must be willing to participate in "specialized courses of workshops, particularly in the fields of early childhood education or child development, which may be sponsored by the Department of Health and Welfare or other agency or organization approved by the department."

   b. Assistants: "At least two staff members must be present in group day care home at all times." Volunteer may include older children working under adequate supervision.

   c. Members of Family: All members of day care family having direct contact with the children to be cared for must be in good health and have yearly physical examination, including a TB test.

5. RESTRICTIONS ON HOME:

   a. Use of Home: None specified.

   b. Physical Structure:

      1) General: "All rooms used for children must have an adequate amount of sunlight with windows above street level, adequate ventilation, lighting and proper heating."

2) Indoor Space: at least 20 square feet of space per child. Rooms used for sleeping must contain 50 square feet per child.

3) Outdoor Space: There must be sufficient space for active play. Outdoor playgrounds must be fenced in high enough to keep children in the area.

4) Special Features: "A certificate of insurance must be on file with the application prior to issuance of license."

Windows must be screened, central heating used, washing and toilet facilities shall have hot and cold water.

Kitchen facilities must be separated from the playrooms.

There must be a telephone which is easily accessible in the home."

6. CODE REQUIREMENTS

a. General: "No license to operate a group day care home at any location can be issued until such home passes a satisfactory inspection for fire safety and fire protection. Such an inspection must be made annually thereafter if the renewal license is to be issued. All inspections shall be made under the provisions of Title 25, Sections including 2360, 2391, 2392, and 2452.of the Revised Statutes and other fire prevention statutes and rules and regulations promulgated by the Insurance Commissioner of the State of Maine.

Remarks: Such inspections are made by an inspector employed by the Division of State Fire Prevention of the office of the Insurance Commissioner of the State of Maine at the request of the State of Maine Department of Health and Welfare."

b. Fire: See 6.a.

c. Safety: See 6.a. Also, there must be immediately available a manual on first aid measures and first aid supplies.

d. Sanitation: "Water which is used for drinking and cooking purposes must be obtained from a satisfactory supply. If the supply is not from a municipal water system or an already approved supply, it must meet the standards of the Division of Sanitary Engineering, Department of Health and Welfare. If a satisfactory supply cannot be provided, a license or renewal of a license cannot be issued."

7. LICENSING FEE: None specified.

8. OTHER REQUIREMENTS:

a. Child Health: "Evidence that each child has had a recent physical examination must be presented to the group day care home operator prior to the child's accpetance for care, indicating that he is free from communicable and contagious diseases.

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If the child becomes ill during the day, he must be isolated.

Parents must be notified at once of the occurance of any major accident or emergency. The name, address, and telephone number of the family physicain of each child, together with the parent's written permission to call a physician and written authorization for the child to receive emergency medical treatment must be on file in the group day care home so that the doctor may be called in case of sudden illness and accidents. (Hospital preference should be noted.)

b. Records and Reports: An adequate social and progress record shall be kept for each child with identifying of responsibility data. A personnel record for each staff member shall be kept.

c. Program: "A schedule of the planned daily program shall be written down and shall be available for inspection. The program shall follow the schedule with reasonable closeness but shall permit necessary flexibility and have continuity with due regard for individual difference among the children.

Every group day care home must have toys, games, equipment and material, books, etc., for educational development and creative expression appropriate to the age level of the children.

Experiences, creative in nature, must be provided with art, music, books, stories, science, blocks, dramatic play, with the basic equipment to afford opportunities for these activities."

There shall be at least one hour of outdoor play for every three hours in group home, except in unfavorable weather.

d. Nutrition: "Meals in a full day schedule must include a morning snack, a hot lunch, and an afternoon snack for all children; snacks must be simple and nourishing, such as milk, fruit or fruit juice with cookies and crackers; meals must be well balanced and menus must be posted."

e. Equipment: Individual cots, mats or beds for pre-school age children.

f. Transportation: "If transportation is provided, it shall be in accordance with the following regulations: The group day care home operator shall assume responsibility for the child from the time he is picked up until the time he is delivered to his parents or a responsible person delegated by his parents."

There shall be an adult in addition to the driver when transporting six or more children.

Vehicle must be provided with safety door locks.

MARYLAND
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: State Department of Social Services

   b. Statute: Section 32A of Article 88A of the Maryland Code (1966 Supplement to the 1964 Replacement Volume)

   c. Regulation: "Standards for Family Day Care Licensing and The Family Day Care Law" Information Pamphlet #60.

2. DEFINITIONS:

   a. Child Care Agency: Not specified.

   b. Family Day Care Home: A facility where "care is given in lieu of parental care.... outside of the home of the child's parents or legal guardian, for a part of a twenty-four hour day, if compensation is paid for the care."

3. AGE AND NUMBER:

   a. Age Range: Under the age of sixteen.

   b. Number of Children: Not more than four children.

   c. Child/Staff Ratio: 4:1

4. STAFF QUALIFICATIONS:

   a. Day Care Operator (Family Day Care Mother):

      1) Age: No license shall be issued to any person under the age of 21 or over the age of 70. A license automatically expires when the licensee reaches 70.

      2) Physical: Shall provide a written certificate of a physician that she is physically and mentally capable of providing day care to children, and documentation that she is free from tuberculosis.

      3) Character: The applicant must not have been convicted of any crime involving moral turpitude. The application shall be accompanied by names of persons, references from whom must be satisfactory relating to the suitability of the applicant and the family.

4) Other: Must have "personal characteristics, attitudes and abilities that are conducive to providing a healthful, safe and wholesome atmosphere for children. She must have knowledge of the requirements of the day care law... and of the contents of these rules and regulations, and indicate a willingness and an ability to work within them." The income of the applicant must be such as to enable the applicant to provide for the standards required without jeopardizing the welfare of the household. She must immediately report to the local department of social services any changes in circumstances which would affect the licensee's qualifications to remain licensed hereunder.

b. Assistants: The applicant shall supply certificates of a physician that each is free from physical or mental illness or disability which would jeopardize the welfare of children and documentation that such persons are free from tuberculosis.

c. Members of the Family: The applicant shall supply certificates of a physician that each is free from physical or mental illness or disability which would jeopardize the welfare of children and documentation that such persons are free from tuberculosis. They must have the personal characteristics attitudes and abilities that are conducive to providing a healthful, safe, and wholesome atmosphere for children. Family relationship within the home and personal problems of its members must present no situation harmful to the interests of the children.

5. RESTRICTIONS ON HOME:

a. Use of Home: The applicant shall not be providing within the home foster care to adults or children. Neither may convalescent or nursing care to adults or children be provided except of a temporary nature to a resident member of the family.

b. Physical Structure:

1) General: Must have adequate space for the daily activities of children and present no hazard to their health and safety.

2) Indoor Space: Not specified.

3) Outdoor Space: There must be ample accessible space for outdoor activity free from conditions which may be dangerous.

4) Special Features: Natural or artificial lighting in all rooms to be occupied by children must be sufficient to prevent eyestrain. There must be sufficient ventilation and adequate heating facilities. There must be a telephone in the home.

6. CODE REQUIREMENTS:

a. General: The home must conform to state and local health and sanitary requirements and present no hazard to the children's health and safety.

b. Fire: The absence of uninsulated wires or open electrical switches or sockets, fireplaces, heating units and electrical appliances safeguarded to protect children from shocks, burns, and flames.

c. Safety: The absence of lead paint hazards, adequate screening securely fastened on windows and doors, protected, well-lighted stairways with handrails and gates at landings where needed, outside doors with adequate locks, facilities for the storage of drugs, cleaning agents, pesticides and other poisonous products.

d. Sanitation: All food shall be stored in a place which will protect it against invasion of rodents, insects, dust, water leakage and other sources of contamination. Cracked china shall not be used and single service items (plastic spoons, paper cups, etc.) shall be used only once. All utensils used for food preparation and service shall be used and stored in a clean place.

7. LICENSING FEE: Not specified.

8. OTHER REQUIREMENTS:

a. Child Health: "No child shall be admitted without a written certificate of medical examination completed within not more than three (3) months prior to admission to the family day care home, unless such a certificate has been submitted on a previous admission within one year. If the health of the child is such that he may be in day care only if special circumstances or conditions are observed, the certificate shall so state. The certificate must be renewed annually and kept by the licensee with the child's records.

"Before admission to a family day care home, there shall be submitted for each child a physicians's written statement of successful vaccination against smallpox or specific contraindication for smallpox vaccination; and of completion, or acceptable plan for completion, of vaccinations against diptheria, whooping cough, tetanus, poliomyelitis, and measles, or specific contraindication. A booster dose shall be required prior to admission when, in the opinion of the physician, it is indicated.

"No medication shall be administered to any child in day care unless under the written directions of a physician which shall be submitted to the licensee by the child's parents or legal guardians.

"If a child has a rash, fever, or other symptoms of illness when he arrives at the day care home, the licensee shall refuse to permit the child to enter. If such symptoms occur during the time care is being provided, the parents or legal guardian should be notified immediately and the child should be isolated in a comfortable place until such time as his parents or legal guardians or other authorized person can call for him to return home.

"No child shall be readmitted to the day care home after contagious illness unless written permission from a physician has been obtained certifying that the period of contagion is passed and the child is well enough to return to the day care home."

"The applicant shall submit an acceptable emergency plan, which shall include: (1) the name, address and telephone number of a physician located near the day care home who has indicated his willingness to be on call in the event of an emergency or illness where the child's own physician cannot be reached; (2) the name and telephone number of the nearest hospital, ambulance service, fire department and police station; (3) the name and telephone number of a nearby responsible adult who has agreed to be on call to substitute for the applicant in the event of the applicant's absence because of an emergency."

b. Reports and Records: "Each licensee shall maintain a record pertaining to each child for whom day care is being provided, which record shall contain a summary of the terms under which the licensee has agreed to provide care to the child, the address and the home and business telephone numbers of the child's parents or legal guardians, the date that day care began, the dates of absences and the termination date. The licensee shall attach to each record the medical certificates for the child covered thereby and shall have such records and the plan for emergency available at all times for review and inspection by the local department of social services or the State Department may request for the purpose of evidencing the licensee's compliance with the requirements of law or these rules and regulations."

c. Program: "The licensee must provide the children with activities and experience and make such a use of the day care time as will not hinder or impede the physical, social, intellectual or emotional development of the children in keeping with their ages, interests, and individual differences."

d. Nutrition: An adequate well-balanced diet shall be provided including a mid-morning and mid-afternoon snack. If care is provided for an infant, the licensee shall follow the schedule and employ the foods set forth by the child's physician.

e. Equipment: The facility must contain furniture and equipment, including adequate facilities for napping, which are comfortable, durable, safe and adapted to the ages of the children. Adequate supplies of free bed linen and individual utensils for eating and toilet articles for bathing and grooming must be on hand. Sufficient play materials, and equipment of safe construction shall always be available in the home suitable to the ages of the children.

MASSACHUSSETTS
Family Day Care Homes
Voluntary Licensing

a. Licensing Authority: Massachusetts' Dept. of Public Welfare approves of homes caring for 1 or 2 children and issues voluntary licenses. (The Mass. Dept. of Health issues licenses to all day care services with 3 or more children.)

b. Statutes: Chapter 119, Section 8A of the General Laws of Mass.

c. Regulations: Rules and Regulations for providing day care for Children. Mass. Dept. of Public Welfare, Jan. 13, 1966. The Rules and Regulations for Day Care Services for Children, publ. by the Dept. of Public Health apply to homes with 3 or more children.

2. DEFINITIONS:

   a. Child Care Agency: Not specified.

   b. Family Day Care Home : The family day care home provides child care in a private home for less than 24 hours a day.

3. AGE AND NUMBER:

   a. Age Range: 0 - 14 years.

   b. Number of children: "The number and ages of children allowed in a home will depend upon the physical accomodations and space in the home; the physical strength, skill and capacity of the day care parent and her ability to deal with children of different ages; the availability of help, and the need for infants to have individualized care and shall not exceed the number approved by the Department." In practice this is limited to less than 3 children.

   c. Child/Staff Ratio: 2:1

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1. Age: 21 minimum age.

      2. Physical: Physician's statement that her health is adequate for the care of children is required.

      3. Character: Must be of reputable character and have satisfactory references.

      4. Other: Good judgement and ability to cooperate with parents and Dept. of Welfare.

b. Assistants: Health certificate must be renewed annually.

c. Members of Family: "The day care family must be of reputable character, free from physical or mental illness and communicable disease. Health certificate must be renewed annually."

5. RESTRICTIONS ON HOME:

a. Use of Home : "The facility providing care must not combine with any other service, including foster home care, acceptance of adult roomers or boarders, parents in residence with their children, group day care, or any other business or service, nor shall the day care parent leave the home for employment during the hours she has children under care."

b. Physical Structure:

1. General: "The home must be of adequate construction, repair, use and egress. Doors and windows must be screened for summer. Stairways must be adequately lighted and protected.

Rooms used by children must have adequate sunlight, proper lighting, heating and ventilation, and be located on floor levels having two exits."

2. Indoor space: Sleeping rooms must have at least 50 square feet for each child, and with no more than 3 children in one room. Indoor play space must be adequate and suitable.

3. Outdoor space: Adequate and suitable play space.

4. Special features: "Sleeping rooms for children must not be above the second floor, unless there are two stairways and an adult is in attendance; must have natural light and ventilation with one or more windows and at least 2 feet of space separating each cot or crib.

Toilet and bathing facilities must be in the home and adequate for the children."

6. CODE REQUIREMENTS:

a. General: "The premises must conform with the applicable State Laws and local ordinances of health, sanitation and safety as determined by the Department."

b. Fire: Where buildings are of construction known and described as Class 1 and Class 2 under Regulations of the Department of Safety, exit requirements may be determined by the Department.

c. Safety: "Stoves, heating and electrical appliances, firearms and tools, sharp pointed and sharp-edged instruments, poisons and other potentially dangerous articles and substances must be safe-guarded for the adequate protection of the children. The use of oil burning space heaters is prohibited."

d. Sanitation: "If the water supply is from a well, it must be tested and approved by the Board of Health."

7. LICENSING FEE: None specified.

8. OTHER REQUIREMENTS:
   a. Child Health: Before a child is admitted, there must be a current health certificate which must be renewed annually. The physician's certificate must also state the presence of any condition affecting the general health of the child, or any handicap, and shall include any suggestions that will be helpful to the day care parent and the child's parents. The child must be immunized against smallpox, whooping cough, tetanus, diptheria, poliomyelities, measles or the physician shall state why the child should be exempt.
   "Children over three years of age, upon admission to the facility who have been immunized against whooping cough, tetanus, and diptheria more than 2 years prior to admission, must receive a booster dose against these diseases prior to admission or immediately thereafter unless such prophylaxis is considered contraindicated on medical grounds."
   "Separate and comfortable bed space must be provided a child who becomes ill during the day."
   b. Reports and Records: "Every person who receives any child under permit issued by the Department must keep a record of each child in a register provided by the Department and keep other records as prescribed by the Department. The information should be revised as frequently as necessary to keep the records up to date. Such register and records must be accessible and available at all reasonable times to any authorized representative of the Department." Name, address, telephone number and permission to call each child's physician in case of sudden illness or accident must be on file.
   c. Program: None specified.
   d. Nutrition: "Well balanced meals, mid-morning and mid-afternoon snacks must be planned for with the child's daily needs in mind so as to complement the meals served in the child's own home."
   e. Equipment: Home must have a telephone. "Individual toilet articles must be provided each child and provision made to keep all toilet articles separate.

   Individual cots, beds or cribs required. Family beds may be used, if adequate, clean covering is provided."

"Toys and materials for indoor and outdoor play must be provided."

f. Financial: "The day care family must be in a reasonably secure economic position."

g. Other: "When service is advertised in the newspapers, the permit number must be included in such advertisements."

MICHIGAN
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Department of Social Services.

   b. Statute: Michigan Public Act 47, Public Acts of 1944. (Revision proposed, 1970)

   c. Regulations: Rules and Regulations for inspection and Licensing Family Foster Homes. (New rules for day care homes are being developed at this time.)

2. DEFINITIONS:

   a. Child Care Agency: The existing statute defines in general terms an institution or agency as one receiving minor children for care, maintenance, training or supervision, for placement in family homes, and to care for unmarried mothers. This statute does not differentiate a day care home from a full-time foster home.

   b. Family Day Care Home: "Any private home in which 1 or more children are given care and supervision for periods of 4 or more hours a day for 4 or more days a week, for two or more consecutive weeks, unattended by a parent or legal guardian except children related to an adult member of the household by blood or marriage shall be deemed a foster home."

3. AGE AND NUMBER:

   a. Age Range: 17 years and under.

   b. Number of Children: "No home shall be licensed for more than 4 children, except when it is desirable to keep children of one family together or when some other special need exists.

      No home shall be licensed to care for more than 2 infants under one year of age, including children of the foster family.

      Exceptions to these limitations may be made only by the Michigan Social Welfare Commission."

   c. Child/Staff Ratio: 4:1 Exceptions not to exceed 7:1.

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1. Age: Maximum 65 years, exceptions may be made by the Department of Social Services.

      2. Physical: "All members of the household must be in such physical and mental health as will not adversely affect either the health of the child or the quality and

manner of his care."

3. Character: Good Character, habits and reputation.

4. Other: "Suitable temperament to care for children and able to handle emergency situations promptly and intelligently; and shall be willing to cooperate fully with the children's own parents and/or the supervising agency."

b. Assistants: Not specified.

c. Members of Family: "Relationships within the family shall be such that a wholesome atmosphere for the child will be assured. All members of the day care family must be willing to accept the child into the home as a member of the family group.

A home shall not be licensed in which any member of the household is mentally ill or on convalescent status from a mental hospital. Exception may be made at the discretion of the Social Welfare Department.

A home shall not be licensed in which any member of the household is an inmate of a penal or correctional institution or on parole or probation, without consultation with the State Department of Corrections."

RESTRICTIONS ON HOME:

a. Use of Home: No adult roomers or boarders unless considered members of the family.

"No boarding, convalescent or nursing home which provides care for chronic patients or the aged shall be licensed as a foster home for children; except that in unusual circumstances a license may be issued to meet the needs of a specific child."

b. Physical Structure:

1. General: "No room shall be used for living purposes where more than one-half the room height is below grade except where the ceiling of such portion of a building is located five feet or more above grade for more than 25% of the perimeter measurement of the home. All sleeping rooms shall have a window of a type that may be opened readily and is accessible for evacuation.

   Heating, ventilation and light shall be sufficient to provide a comfortable, airy atmosphere. Furnishings and housekeeping standards shall be such that the home presents a clean orderly appearance."

2. Indoor space: Sleeping space at least 40 square feet per child.

3. Outdoor space: Play area, fenced if necessary, shall be available.

4. Special features: "No area of the home which is not ordinarily a sleeping room, may be used for such purpose by any member of the family."

6. CODE REQUIREMENTS:

   a. General: "The home shall be so constructed, arranged, and maintained as to provide adequately for the health and safety of occupants. Representatives of the health department or fire marshal's office shall be admitted at any time for purpose of inspection."

   b. Fire: Inspections by fire marshal's office, when requested by the Social Services Department.

   c. Safety: "Outdoor play space shall be free from hazards which might be dangerous to the life and health of the child. The play area shall be kept free from litter, rubbish and inflammable material at all times."

   d. Sanitation: "Refrigeration shall be available for the care of perishable foods. All outside doors and windows shall be screened during the summer months. Adequate arrangements must be made for the disposal of garbage and refuse. If garbage is kept in cans, the cans must be covered tightly and the contents disposed of at regular intervals.

   Water supply and sewage disposal systems must meet the requirements of the local or State Health Department. Inspection may be required by the Social Welfare Department.

   Milk, cream and milk products shall come from sources licensed by the Michigan Department of Agriculture and shall be pasteurized."

7. LICENSING FEE: None specified.

8. OTHER REQUIREMENTS:

   a. Child Health: "The responsiblity for the child's health shall rest with day care family, child's parents, or child placing agency, and the physician and health authorities in the community." "Any child showing symptoms of illness...shall be isolated promptly from other children in the home."

b. Reports and Records: "Each person in charge of a foster home shall keep a record of the child's name and age, and the date of his entry and discharge." Additional records shall include information on each child's parents location, employment, how to reach them, the name, address and phone number of the family physician and another person who might be called in an emergency.

A copy of the agreement with parents or relatives, including rate of pay for care.

c. Program: Suitable religious education in accordance with parent's wishes.

d. Nutrition: "The daily diet shall be varied, adequate and wholesome. It shall include sufficient quantities of milk, eggs, meat, fruits, vegetables, whole grain cereals, and bread. Food for infants shll be subject to the direction of a competent physician, clinic or health department."

e. Equipment: Comfortable beds with clean bedding shall be provided for all members of the family.

f. Financial Status: "The financial status of the foster family must be secure; there must be some definite income which is adequate to care for the family needs."

g. Discipline: "Severe corporal punishment shall be a basis for revocation of license."

MINNESOTA
Family Day Care Homes

1. REGULATING AUTHORITY:

a. Licensing Authority: Department of Public Welfare.

b. Statute: Minnesota Statutes, Section 257.101, Section 257.081 Subdivision 4.

c. Regulations: Standards for Day Care Homes in Minnesota (Child Welfare Rule No. 2) 1958.

2. DEFINITIONS:

a. Child Care Agency: "Agency means any individual, organization, association, or corporation giving needed service or assistance to children in their own homes or receiving children unable to remain in their own homes and placing them in foster care." "A 'facility for foster care' means any facility which for gain or otherwise regularly provides for one or more children, when unaccompanied by parents." This includes family day care homes.

b. Family Day Care Home: "Is a facility for foster care supervision and training of children during part of a day (less than 24 hours) as a substitute for the care, supervision and training parents or guardians usually provide."

3. AGE AND NUMBER:

a. Age Range: 0 to 16

b. Number of Children: "No family will be licensed for the care of more than five pre-school children, including own children under five years. No more than two of these may be under one year of age."

c. Child-Staff Ratio: 5:1 "Exceptions will be made upon recommendation of the supervising agency in instances of special skill and ability of foster parents to care for more than the number specified, subject to approval of the Commissioner of Public Welfare."

4. STAFF QUALIFICATIONS

a. Day Care Operator:

1) Age: The day care mother shall be of suitable age.

2) *Physical*: "All adults in the day care family household who will be in contact with the children must submit a statement from a physician certifying to their good health and freedom from infectious conditions and disabilities which would jeopardize the well-being of children. The examination must include Mantoux tests and, if positive, a chest x-ray given no longer than six months before date of application of license."

3) *Character*: The day care mother shall have the temperament to care for children in the judgement of the supervising agency, capable of handling an emergency situation promptly and intelligently.

4) *Other*: "The family day parents must be kind, responsible people who possess a genuine liking for children, and who will safeguard the child's interest.

"The family day care parents must be able and willing to plan and work cooperatively with the supervising agency and with the parents."

b. *Assistants:* None specified.

c. *Members of Family:* "The relationship among the members of the household must be such as will assure a harmonious atmosphere to give the children the emotional security they need."

5. RESTRICTIONS ON HOME:

a. *Use of Home*: None specified.

b. *Physical Structure*:

1) *General*: None specified.

2) *Indoor Space*: (No area specified). "Basements, if warm, dry, light and well ventilated, may be used for short periods of active play, but must not be used for sleeping or eating."

3) *Outdoor Space*: (No area specified). If the play area is near dangerous traffic areas or railroad tracks, the outdoor space must be enclosed by fence.

4) *Special Features*: None specified.

6. CODE REQUIREMENTS:

   a. General: "The day care home must conform to local and state building codes determined by the commissioner upon the advice of the local fire inspector or State Fire Marshal."

   b. Fire: See 6.a.

   c. Safety: See 5.b.3 above

   d. Sanitation: "The day care home must have adequate toilet and heating facilities, sewage disposal, sanitary water and milk supply, proper lighting and ventilation, as determined by the Commissioner in consultation with the Department of Health.

      "The house and premises used by the children must be clean, reasonably neat, and free from accumulations of dirt, rubbish and other health hazards.

      "Separate towels, wash cloths and combs must be used for each child."

7. LICENSING FEE: None specified.

8. OTHER REQUIREMENTS:

   a. Child Health: "The day care mother shall have an approved plan for isolating a sick child from other children receiving care, and also a plan approved by the child's own parents and by the agency recommending day care license for meeting medical emergencies. A well-stocked first aid kit must be readily available in each home to treat minor injuries."

      "Children who are ill and in need of convalescent or nursing care must not be accepted unless there are no other children in the home. No family day care mother is expected to take a sick child into her home unless she especially agrees to care for such a child and provides for isolation of said child."

   b. Reports and Records: The day care family must have on file a statement from a physician regarding the child's physical condition at the time of admission. This shall include a report of health problems requiring special care and attention.

The licensee must keep the following record for each child in care: name of child, birth date and religion; names and addresses of the parent(s); telephone numbers where parents can be reached or the telephone number of a responsible relative or friend who can be reached in an emergency situation; a prior agreement between parents and licensee regarding the hours of care, rates to be paid, and meals and other services to be provided; the name, address and telephone number of the child's or family's physician.

c. Program: None specified.

d. Nutrition: "A well-balanced lunch must be served which includes at least one hot dish. If other meals are given because of special working hours of the parents, they must be well-balanced and nourishing."

e. Equipment: "Beds or cots used by members of the family must not be used for day care children unless separate bed clothing is provided for the child."

f. Other: "If a family day care home is moved from one residence to another, licensure of the new home and circumstances must be obtained."

MISSISSIPPI
Family Day Care Homes
Voluntary Licensing

1. REGULATING AUTHORITY:

   a. Licensing Authority: Department of Public Welfare, Division of Family and Children's Services

   b. Statute: None - Mississippi does not have mandatory licensing. The state issues certificates of approval for family day care homes.

   c. Regulations: "Rules and Regulations For Maintaining Minimum Standards of Family Day Care Homes for Children." (10-1-70) (not mandatory)

2. DEFINITIONS:

   a. Child Care Agency: None specified.

   b. Family Day Care Home: Care of children in a family home by a day care mother for a part of the 24 hour day.

3. AGE AND NUMBER:

   a. Age Range: "Infancy through six years. No more than two children under two and no more than five in total, including family day care mother's own children under 14 years old.

      "Three through 14 years. No more than six children, including the family day care mother's children under 14 years old.

      "Three through 14 years. Groups may range up to 12 children but the child-staff ratio never exceeds six to one. No child under three should be in this type of care. When pre-school children are cared for, the child-staff ratio should not exceed five to one."

   b. Number of Children: See 3.a.

   c. Child/Staff Ratio: 5:1 or 6:1 as above.

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1) Age: Not specified.

      2) Physical: Should be in good health and an abundance of energy to meet the needs of the children. She shall be free from contagious or infectious disease. The health will be determined by and examination of a licensed physician.

3) Character: Not specified.

4) Other: "The day care mother should be a warm, friendly woman who has an interest in and the capacity to enjoy children. Also, she must be able to form pleasant and cooperative relationships with other adults because she will be dealing with parents, social workers, and other adults in the child's life. She should be dependable and consistent in her relationship with children. She must be able to understand the feelings and needs of children and be able to respond to them sympathetically. It is imperative that she have some knowledge of what children are like at different ages and that she be willing to learn more about child development and behavior. Her attitudes toward the child's family situation, discipline, behavior problems, play, curiosity, etc., are very important."

The family day care mother shall not be employed outside of her home.

b. Assistants: There must always be provision for another adult to be called on in case of emergency or illness. There are cases where it would be necessary to have on a regular basis two adults in a home; for example, if one or more of the children were retarded, emotionally disturbed, or handicapped and needed more than usual care.

c. Members of Family: Shall be free from contagious or infectious disease and of such nature as to render the day care family physically and mentally capable of providing adequate care for children. The health of the day care family will be determined by an examination of a licensed physician. Pets must be properly vaccinated. It is not necessary for there to be a father in the day care home.

5. RESTRICTIONS ON HOME:

a. Use of Home: No adult roomers or boarders shall be permitted except by special arrangement with the Mississippi Department of Public Welfare.

b. Physical Structure:

1) General: Shall be located in a neighborhood which is conducive to the general welfare of the child and convenient to the home or work site of parents.

2. Indoor Space: Must have adequate indoor and outdoor space for children appropriate to their ages, with separate rooms or areas for cooking, toilets, etc.

3. Outdoor Space: See 5.b.2. (Above)

4. Special Features: Baby beds or cribs must be available for every child under one year of age. Provision must be made for safe and comfortable arrangements for naps for young children. The home shall have proper ventilation and temperature. Adequate facilities are to be provided for the protection of food. The house is to be screened to protect against insects and vermin.

6. CODE REQUIREMENTS:

a. General: Each home shall conform in building, safety and sanitary requirements to the legal ordinances and regulations of the local community, county and state.

b. Fire: Fireplaces and open-faced heaters are to be guarded by screens and should be vented.

c. Safety: The yard must have adequate protection from hazards. If the play space is not fenced, such protection can be provided by adjacent building walls, thick hedges, etc.

d. Sanitation: Toilets are to be kept in proper repair and in good sanitary condition. Water and milk supplies must be from approved source.

7. LICENSING FEE: Not specified.

8. OTHER REQUIREMENTS:

a. Child Health: The home may be open to care for no more than twelve hours each day but no one child shall receive care in the home for more than ten hours.

Each child must receive dental, medical and other evaluations upon entering and subsequently as appropriate. Each child must be inspected daily for indications of illness. Advance arrangements must be made for the care of a child who is injured or becomes ill, including isolation if necessary, notification of his parents, and provisions for emergency medical care or first aid.

b. Program: Must provide space and equipment for free play, rest, privacy, and a range of indoor and outdoor activities suited to the children's ages and the size of the group. If handicapped children are kept, provisions should be made for meeting the particular needs of these children.

c. Nutrition: Adequate and nutritious meals and snacks suitable for the age group must be provided and prepared in a safe and sanitary manner. Infants under one year are to be fed according to a feeding schedule prescribed by a physician. All matters of special diet shall be under the supervision of a physician.

d. Equipment: Baby beds or cribs must be available for every child under one year of age.

MISSOURI
Family Day Care Homes
Group Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Department of Public Health and Welfare Division of Welfare

   b. Statute: Laws of Missouri, 1955, Sections 210, 201-210.246.

   c. Regulations: Regulations and Standards for Licensed Family Day Care Homes, and Group Day Care Homes. May 31, 1966.

2. DEFINITIONS:

   a. Child Care Agency: "Day care is care of a child away from his own home for any part of the 24 hour day, for compensation and otherwise. Day care supplements parent responsibility for the child's protection, development and supervision. Day care may be given in a family home or a day care center. The Division of Welfare licenses three types of day care facilities: Family Day Care Homes, Group Day Care Homes, and Day Care Centers."

   b. Family Day Care Home: "is a family home in which care is given to six children or less, not related to the day care operator, for any part of the 24 hour day. Where there are more than four such children, the home must qualify for State License."

   c. Group Day Care Home: "is day care given in a group in a family home to seven but no more than fifteen children, three years of age and older."

3. AGE AND NUMBER:

   a. Age Range: Family Day Care Home: under 17. Group Home: 3-16.

   b. Number of Children: "The family day care home may care for no more than six or less children not related to the day care operator. The number and ages of children of the day care operator will be taken into consideration. There shall be no more than two children under the age of two years."

      In Group Homes Day Care, 7 to 15 children, three years of age and older.

   c. Child/Staff Ratio: 6:1 Family Home with exceptions when total children accepted for care are members of a single family group. When there are ten or less children in attendance, the group home day care operator shall have a plan for an assistant to be on call in the event of an emergency. When there are more than ten children in attendance there shall be a full time assistant.

4. STAFF QUALIFICATIONS:

a. Day Care Operator:

1) Age: "The day care mother shall be of suitable age and temperament to care for children, shall have knowledge of needs of children; shall be capable of handling emergency situations promptly and intelligently; and shall be willing to cooperate with the person or Agency responsible for placing the child in the home."

2) Physical: "The day care mother shall be physically and emotionally healthy to enable her to take on the responsibility of child care."

3) Character: None specified.

4) Other: Not applicable.

b. Assistants: "Children shall never be left without competent adult supervision."

c. Members of the Family: All members of the family shall have a physical examination annually. "There shall be an agreement among the members of the household as to the advisability of the sharing of their home for the day time care of children."

5. RESTRICTIONS ON HOME:

a. Use of Home: None specified.

b. Physical Structure:

1) General: "The family day care home shall be located in an area which offers no physical or moral hazards to the health, safety or welfare of the children.

"The home shall be suitable for the care of children; safe, sanitary, kept clean, and sufficient space to care for children outside of the family group.

"The home shall be so constructed that it is dry; properly heated, ventilated, lighted and cooled; that windows, doors, furnaces, stoves, heat pipes and stairways are protected; that windows and doors are properly screened and that the floors are free from splinters and are easily cleaned."

2) Indoor Space: No area specified for Family Day Care Homes. Group Day Care Homes require thirty-five square feet of usable space per child.

3) Outdoor Space: No area specified.

4) Special Features: The kitchen shall be kept clean and sanitary and shall not be used as a play area by children.

6. CODE REQUIREMENTS:

a. General: "The family day care home and premises shall conform to building requirements, zoning, sanitation and safety and fire prevention regulations of the locality. Certificates of compliance shall be requested and obtained. In localities where local inspections are not available, safety and fire prevention inspections will be made by the Bureau of Safety and Fire Prevention of the State Department of Public Health and Welfare."

b. Fire: See 6.a.

c. Safety: See 6.a.

d. Sanitation: "The home shall be clean and sanitary with proper attention to the preservation, storing, preparation and serving of food." "Adequate toilet and hand washing facilities shall be provided. Individual towels and wash cloths shall be provided."

7. LICENSING FEE: None required.

8. OTHER REQUIREMENTS:

a. Child Health: "Each child shall have a physical examination before he is accepted for care and evidence presented that he is free of contagion or illness which could endanger other children."

"All children shall be immunized against diphtheria, poliomyelitis, whooping cough, tetanus and vaccinated against smallpox unless the child's physician gives reason for not immunizing or it is contrary to the family's religious belief. The medical report shall include a record of such immunizations."

b. Records and Reports: Sufficient records shall be kept to identify the children and enable the day care mother to communicate with parents or responsible person in emergency situation. These shall include child's physician; financial arrangement with parents or other; attendance record; record of all physical examinations and other pertinent health information.

c. Program: "The daily routine shall be planned to promote the development of good physical and mental health and learning habits. Provision shall be made for both indoor and outdoor play."

"The day care mother and her assistant(s) shall give guidance and control which is conducive to good mental, emotional and social adjustment."

d. Nutrition: "Children shall be served nutritious and well balanced food, in sufficient quantities. Infants' formulas and special diets shall be prescribed by a physician. The milk and water supply shall be approved and individual drinking cups or disposable paper cups provided for each child."

e. Equipment: The home shall provide individual cots for each pre-school child and cribs for infants. Adequate play equipment for indoor and outdoor use is required.

"Adequate equipment for comfort during meals and for the development of good food habits shall be provided."

f. Telephone: The home shall be equipped with a telephone unless this service cannot be provided by the telephone company.

g. Other: The income of the family shall be sufficient from other resources plus the income from day care to maintain minimum standards of care set forth by the Division of Welfare.

MONTANA
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Department of Public Welfare, Division of Social Services

   b. Statute: Chapter 267, Montana Session Laws - 1963

   c. Regulation: "State of Montana Regulations Relating to Licensing of Day Care Homes for Children"

2. DEFINITIONS:

   a. Child Care Agency: "Shall mean any person, group of persons, association or place incorporated or unincorporated, that receives for care during the day or part of the day, three or more children of separate families and continues this type of care for five or more consecutive weeks."

   b. Family Day Care Home: "Shall mean a family home that receives from three to six children of separate families for care during the day, or part of the day, for five or more consecutive weeks.

3. AGE AND NUMBER:

   a. Age Range: Under twelve.

   b. Number of Children: Three to six--no more than two under two years old.

   c. Child/Staff Ratio: 3:1 to 6:1.

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1) Age: not given

      2) Physical: required for those operating or assisting with children. Those persons must have an examination by a physician to determine that the person is free from any physical or mental illness which might conflict with the child's interest. It will include a test or tests to determine the presence or absence of active tuberculosis.

      3) Character: "a person of good character and habit, responsible and emotionally stable."

6) Other: "must be willing to plan cooperatively with the child's family or agency." "Shall give evidence of knowing when she needs to call upon the child's own parents or upon some other resource so that some steps beyond the usual measures may be taken." "Should provide some intellectual or emotional stimulation to the children."

b. Assistants: Not specified.

5. DESCRIPTIONS OF HOME:

a. Use of Home: Not specified.

b. Physical Structure:

1) General: Not specified.

2) Indoor Space: There should be sufficient area for play. Thirty-five square feet of indoor play space minimum for each child exclusive of passage ways, hallways, and restrooms is required. There shall be an isolation room for children who are ill. There shall be adequate napping facilities.

3) Outdoor Space: If any part of the playground is adjacent to a hazardous area, it shall be enclosed with fencing. 100 square feet of outdoor play space per child is required.

4) Special Features: The home shall have a telephone. A warm, dry, well-ventilated and lighted basement may be used. It must have at least two exits, at least one of which shall be directly to the outside. Third stories in dwellings shall not be used for day care purposes and shall be barricaded or locked. Second stories shall have at least two exits, at least one of which lead directly to outside. All ground floors not having access to two exits shall have at least one window. It shall have access to at least one exit without having to pass through intervening rooms capable of being locked.

6. CARE REQUIREMENTS:

a. General: Not specified.

b. Fire: Furnace must be enclosed to prevent contact by children and radiators provided with protective metal enclosures. No extension cords shall be used as permanent wiring. Children must be able to open the door from inside the closet and a locked bathroom door from the outside. Fire drills shall be held frequently and children unable to exit without assistance shall not be kept above the first floor.

c. Safety: The home and premises shall be maintained in a clean and hazard-free condition. Floors shall not be slippery and bare concrete is not allowed. Flammable or poisonous materials must be kept in locked cabinets or rooms and no class one flammable liquid shall be kept in the building. Day Care Homes must have both liability and fire insurance coverage.

d. Sanitation: The kitchen shall be clean and sanitary and garbage containers must be covered or be in an enclosed area. If the water supply is not from an approved public supply, periodic inspections shall be made.

7. LICENSING FEE: None.

8. OTHER REQUIREMENTS:

a. Child Health: Not specified.

b. Reports and Records: Not specified.

c. Program: Not specified.

d. Nutrition: A well-balanced lunch should be provided for the children, along with a mid-morning and mid-afternoon snack.

e. Equipment: Not specified.

f. Infants from Migrant Families: A special information sheet is provided by the State concerning the group care of migrant children 0 to 3 years of age.

NEBRASKA
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Department of Public Welfare, Division of Social Services.

   b. Statute: Nebraska Statutes (Revised, 1943) Article 19, Section 71-1901 to 71-1905.

   c. Regulation: "Minimum Standards for Licensing Day Care Homes Caring for Children." State Department of Public Welfare, Division of Children and Family Services, June 1967.

2. DEFINITIONS:

   a. Child Care Agency: "Shall mean engaged in the business of exercising the care, supervision, custody or control over children under 16 years of age, for compensation or hire, in lieu of the care or supervision normally exercised by parents in their own home but shall not include casual care at irregular intervals."

   b. Family Day Care Home: "A day care home provides care to children in the operator's own home for compensation." "This service may extend from 6:00 A.M. to 12:00 midnight providing an adult is awake during the time the children are in the home."

3. AGE AND NUMBER:

   a. Age Range: Infancy to thirteen years of age.

   b. Number of Children: The total number of children cannot exceed seven, providing there is sufficient space for this number, with not more than two children under two years of age, including the operator's own children or relatives. A day care nursery for infants is licensed for not more than 4 children under 13, including operator's own children, who may all be infants.

   c. Child/Staff Ratio: 7:1 or 4:1 as above.

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1) Age: "shall not be more than 65 years of age nor less than 21 years of age."

      2) Physical: must be free from communicable or infectious diseases at the time of examination and is physically able to care for children. The medical examination is required each year.

3) Character: "she shall have a good moral character as determined by the home evaluation, references, and by a clearance with local police records."

4) Others: The day care mother should be a person sympathetic with and understanding of children's needs and problems. She should have a good relationship with members of her own family. She should be consistent in her relations with her own family so it can be carried over to day care children. She shall accept rules and regulations and allow licensing representative to visit her home at any reasonable time. She should be able to read and write and be able to manage her household affairs and keep records. She shall not be engaged in caring for aged or infirm persons for compensation. She shall not be engaged in any other work for compensation. Family resources shall be enough to cover its basic needs.

b. Assistants: Shall have a licensed physician sign a report that establishes the individual is free from communicable or infectious diseases and is physically able to care for children.

c. Members of Family: "Adults shall have a chest x-ray or tuberculin test completed each year."

5. RESTRICTION ON HOME:

a. Use of Home: No commerical enterprise hazardous to children shall be carried on in the house or grounds.

b. Physical Structure:

1) General: All homes shall conform to state and local health, sanitation, and fire prevention standards and shall not contain accident hazards. "No commerical enterprise hazardous to children shall be carried on in the house or grounds."

2) Indoor Space: "There shall be thirty-five square feet of indoor space per child, not including the bathroom, halls, kitchen and basement. If bedrooms are used for play space, the furnished area is not included in the space requirement."

3) Outdoor Space: "It is desirable that outdoor play space measure 72 sq. ft. per child." "A fenced (preferably four feet high) play area shall be available when children between eighteen months to six years are receiving care. This shall be kept free of accident hazards."

4) Special Features: A basement shall be used for play only if it has been approved by the fire inspector and has two exits, warm, dry, well ventilated and is well lighted. Children shall have no access from the play area to other basement areas. The second story shall be used for napping only if it has been approved by fire inspector and all upstairs windows are securely screened. An adult must stay upstairs with the children. Hooks or coat racks within reach of children should be provided for each child's outdoor clothing and each child should have a space to keep his individual belongings. The home shall have a telephone.

6. CODE REQUIREMENTS:

a. General: The applicant is responsible for determining that all local zoning requirements and building codes and ordinances have been met.

b. Fire: The State Fire Marshal has established rules and regulations. All homes shall conform to state and local fire prevention standards.

c. Safety: The house shall be in sufficiently good state of repair so that it does not contain accident hazards.

d. Sanitation: All homes shall conform to state and local health and sanitation standards.

7. LICENSING FEE: $1.00.

8. OTHER REQUIREMENTS:

a. Child Health: All children must be immunized against smallpox, tetanus, diptheria, whooping cough, and poliomyelitis. The day care mother shall observe the child carefully when he arrives for any sign of illness. She shall also separate from other children any child who appears ill. A thermometer, first aid manual and kit shall be available and locked out of reach of children. The name and telephone number of the family physician of Day Care mother and of each child shall be immediately available. Written authorization by the parents to use another physician and to secure emergency treatment if the parent cannot be reached shall be obtained.

b. Reports and Records: There shall be a current record for each child including identification data and health records.

c. Program: A varied program which shall include both active and quiet play and both indoor and outdoor play. It should be flexible and adjusted to the children's needs.

d. Nutrition: A hot well-balanced lunch for every child who is in the home for four hours or more. A mid-morning and after nap snack, including milk and fruit juice. An after school snack for school children.

e. Equipment: Play material and books shall be kept within easy reach of children.

f. Discipline: Punishment which is humiliating, frightening or harmful shall not be used.

g. Transportation: If a home agrees to provide transportation, each vehicle and driver shall be properly licensed and the vehicle shall be in good mechanical condition.

NEVADA
Family Day Care Homes
Homes Not Licensed

1. REGULATING AUTHORITY:

   a. Licensing Authority: Homes not licensed. Department of Health, Welfare and Rehabilitation. Division of Welfare, licenses centers.

   b. Statute: No statute for Day Care Homes.

   c. Regulations: Not required.

2. DEFINITIONS:

   a. Child Care Facility: Means any home, private institution or group furnishing care on a temporary or permanent basis during the day or overnight for compensation to five or more children under sixteen years of age who are not related to each other.

   b. Family Day Care: A facility where a person provides for compensation care of one to four unrelated children under sixteen years of age less than twenty-four hours a day. These are not licensed.

NEW HAMPSHIRE
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Department of Health and Welfare, Division of Welfare

   b. Statute: RSA 170:8.

   c. Regulation: "Regulations and Standards for All Day Care Facilities." 1968.

2. DEFINITIONS:

   a. Child Care Agency: "as any person, firm, corporation or association who operates or maintains a boarding home, an agency or institution or foster home for children for part or all of the day... one or more children under the age of sixteen years unrelated by blood or marriage and separated from parent or guardian..."

   b. Family Day Care Home: "any home which cares for one or more children under the age of 16 and not related by blood or marriage for part of the day. A child registered for day care shall not remain in the home overnight.

3. AGE AND NUMBER:

   a. Age Range: Infancy to sixteen.

   b. Number of Children: Shall not exceed six, including pre-school children related to the day care Mother. The number of infants shall not exceed three--the total number for which the license is issued when two or three infants are cared for shall not exceed four.

   c. Child/Staff Ratio: 6:1 but if two or three infants then 4:1.

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1) Age: at least 21 and no older than 65.

      2) Physical: She must be physically and mentally able to give good care to children.

      3) Moral: Not specified.

      4) Other: She must be capable of handling any emergency situation promptly and intelligently.

b. Assistants: A plan shall be made to obtain additional adult help for times of emergency. At least one adult must be on hand to care for children at all times.

c. Members of Family: Shall have sufficient steady income over and above the amount paid for children's care to meet basic needs of a family. They shall be in good health.

5. RESTRICTIONS ON HOME:

a. Use of Home: Not specified.

b. Physical Structure:

1) General: Shall conform to the building, sanitation, and maintenance standards of the local Board of Health and the fire and safety standards of the local fire department.

2) Indoor Space: There shall be adequate indoor space.

3) Outdoor Space: There shall be adequate outdoor space.

4) Special Features: All rooms shall have adequate sunlight, winter heating (68 deg. to 70 deg. F.), ventilation and lighting Rooms shall be screened against insects.

6. CODE REQUIREMENTS:

a. General: Shall conform to the building sanitation and maintenance standards of the local Board of Health and the fire and safety standards of the local fire department.

b. Fire: There shall be two exits with doors opening outward on first floor. If second floor is used, there must be two stairways for exits with doors on ground floor which open out. All interior stairways serving as required exitways shall be enclosed at the top or bottom of the stairway. There shall be at least one soda-acid or pressurized water extinguisher on each floor used by children and in addition, either a carbon dioxide or dry powder extinguisher in the kitchen.

c. Safety: Not specified.

d. Sanitation: Water not from a tested public supply must be tested periodically. There shall be flush toilets, hot and cold running water and if infants are cared for, there shall be sanitary arrangements for the care and laundering of diapers.

There shall be adequate sewage disposal. Individual towels, washcloths and combs shall be provided each child and kept separate. The kitchen shall be equipped to insure sanitary conditions.

7. LICENSING FEE: None.

8. OTHER REQUIREMENTS:

a. Nutrition: Shall be given a well balanced meal which provides from one third to one half of the child's total daily requirements. A morning and afternoon snack of milk, juice and crackers shall be given.

b. Play Equipment: To meet developmental needs of the child.

c. Health: Some plan shall be made whereby a child becoming ill can be isolated. Each child, preferably within two weeks of admission, shall have a medical examination and must be repeated annually, and a report kept on file in the home. No child should be readmitted after a contagious illness until written permission has been obtained from the physician or until the period of contagion is known to be past. Smallpox, whooping cough, poliomyelitis, diphtheria, typhoid and tetanus innoculations should be begun and completed within three months from date of admission. There should be a written agreement between the day care mother and parent concerning the rights and duties of each in regard to rates, transportation arrangements, meals, arrangements concerning medical care and hygiene etc. There shall be an individual bed or cot for each child who remains more than three hours and for all infants.

d. Reports and Records: Each day care mother shall keep a permanent record of admissions, discharges, and hours cared for, which will be available at any time for inspection. Such records shall also contain parents' names, addresses, and where they can be reached during the day.

NEW JERSEY
Family Day Care Homes

The New Jersey law does not require State licensing for Family Day Care Homes housing less than 3 children or children below the age of 2, but certificates of approval are issued. For federally funded day care (such as WIN), homes throughout the State are approved (certified) as meeting Federal Interagency Day Care Requirements by the Department of Institutions and Agencies, Division of Public Welfare utilizing the Department's Recommended Basic Standards for Family Day Care, October 1964. Other family day care homes are approved locally by the Township or City Department of Health as to child-environment and personnel aspects but not for the purpose of meeting F.I.D.C.R. The Township or City Department of Health utilizes Chapter 15 of the New Jersey State Sanitary Code "Boarding Homes for Children".

1. REGULATORY AUTHORITIES

a. Certifying Authorities:

(i) Federally-funded homes - Department of Institutions and Agencies, Division of Public Welfare, Bureau of Children's Services

(ii) Other - Township or City Department of Health

b. Statute:

Federally-funded - Title 30, Chapter 4C, of the New Jersey State Legislature

c. Regulations:

(i) For federally-funded family day care homes - "Recommended Basic Standards for Family Day Care", Department of Institutions and Agencies, Division of Public Welfare, Bureau of Children's Services, revised October 1964

(ii) For other homes (locally approved) - "Boarding Homes for Children" Chapter 15, New Jersey State Sanitary Code, New Jersey State Department of Health, April 1963 (a non-annotated legal document)

2. DEFINITIONS

a. Child Care Agency: No specific definition

b. (i) Family Day Care: "Family day care is a service which provides, within a family other than their own, substantial care and protection to children for a major part of the day, on a regular basis."

(ii) Boarding Home: "The term "boarding home" as used in this Code shall mean and include any privately owned dwelling or part of a dwelling or other place where one or more children under 16 years of age are placed or regularly received, for any period of time, unattended by parent, adult relative or legal guardian, and foster parent care is provided excepting those places which are operated, maintained, licensed, or regulated, or in which a child is placed, pursuant to statute by:

(a) The State Board of Child Welfare

(b) The State Board of Education

(c) Any aid society or a properly organized and accredited church or fraternal society organized for aid and relief to its members.

(d) Any charitable society incorporated under the laws of this State having as one of its objects the prevention of cruelty to children or the care and protection of children."

NEW MEXICO
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: New Mexico Health and Social Services Dept.

   b. Statute: New Mexico Statutes Annotated 1953, Vol. 3, Chapter 12, Article 1.

   c. Regulation: Licensing Regulation, Part 1; "Definitions, Legislation and Administrative Procedures" and Part 8; "Rules, Regulations and Standards for Foster Homes," New Mexico Health and Social Services Department. July 1964.

2. DEFINITIONS:

   a. Child Care Agency: A foster home shall mean a private family home with adults in charge, acting as parents, and providing daily care and necessary experiences and relationships of normal family life to children unrelated to the "parents" of the home.

   b. Family Day Care Home: ". . . is a foster home in which a child is placed for less than 24-hour care."

3. AGE AND NUMBER:

   a. Age Range: Infancy through 17.

   b. Number of Children: "The number of children under care at any one time shall be limited to not more than six children under 18 years of age, including all children in the home. An exception may be made to keep a large family of children who are brothers and sisters together."
   "No more than two infants under two (2) years of age, including those of the foster parents shall be cared for in one foster home. If two infants are in one home, not more than one other child under the age of six shall be admitted. The only exception is in unusual situations in which there are more than the usual number of adults to care for the children, but in any case there shall not be more than two infants to be cared for by one person."

   c. Child/Staff Ratio: 6:1

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1. Age: Not specified.

      2. Physical: Required.

3. Character: "The foster family must have an understanding of the problems of childhood and a sympathy for them. They should have a wholesome attitude toward and an intelligent understanding of habit training, discipline, health, sex education and various experiences that may have touched a child and on which he may need assistance and guidance."
   "There must be a harmonious home life to give children the emotional stability they need. There must be no marital or personal problems that would result in undue emotional strain."

4. Other: "The foster family must be willing to conform to the laws and regulations regarding school attendance, child labor, and public health."
   "Employment of the foster mother outside the home must not interfere with the needs of the child."

b. Assistants: Not specified.

c. Members of Family: All members of the family must be willing to accept the child as a member of the family group.
   "There is expected to be both a father and a mother in the home."

5. RESTRICTIONS ON HOME:

a. Use of Home: "Foster Homes shall be located in a community conducive to the general welfare and normal development of children with schools, churches and medical and dental care facilities reasonably accessible."

b. Physical Structure: "The home shall at all times be adequately ventilated, providing fresh air and control of odors. Windows in children's sleeping rooms shall be openable."
   "There shall be heating facilities adequate to maintain a temperature of at least 68 degrees to 72 degrees F. in all rooms used by children."

c. Indoor Space: "All indoor and outdoor areas used by children shall be free of litter, sharp objects and other conditions hazardous to children."
   In children's bedrooms at least 60 sq. ft. of floor space per child or 90 sq. ft. of floor space per double bunk. Children under two yrs. of age shall be cared for in rooms separate from those used by children over two yrs. of age.

d. Outdoor Space: "There shall be sufficient outdoor play space. Outdoor play areas and yards used by children shall be properly fenced as necessary to provide protection from traffic and other hazards."
   Also see 5b (2)above.

e. Special Features: At least two major means of egress both having doors at least 28 inches wide. All opening to the outer air shall be screened effectively or otherwise protected against pests.

6. CODE REQUIREMENTS:

a. General: "All care given and services provided shall comply with codes and acceptable professional and ethical standards, provisions of laws, ordinances, rules and regulations, such as those which provide for involuntary confinement, fire protection, registration of deaths, reporting of communicable diseases."

b. Fire: "No open-face gas heater or unprotected single-shell heating device shall be used in the home."
"All gas-fired heating equipment must be provided with devices to insure the safety of occupants of the home, and shall include 100% cutoff in event of pilot failure. Gas-fired water heaters shall not be located in sleeping rooms or in bathrooms or closets opening into sleeping rooms."
"The heating system, piping,boilers and ventilation shall be furnished, installed and maintained to meet all requirements of State and local codes."

c. Safety: "All gas-burning heating and cooking equipment shall be connected to a venting system to take the products of combustion directly to the outside air."

d. Sanitation: All water supply piping and all plumbing, drainage and other arrangements for disposal of wastes shall be installed and maintained in compliance with the State and local plumbing codes. When the water supply is not from a public system a certificate of approval for such supply shall be obtained and samples submitted to the State Laboratory as necessary.
At all times the home shall be kept clean, free from dirt, rubbish and wastes and rodent and insect free.
"When community garbage collection and disposal service is not available, garbage shall be thoroughly incinerated, buried in a pit and covered with two feet of earth or disposed of by some other equally effective and sanitary method approved by the Dept. or its authorized local agent."

7. LICENSING FEE: None specified.

8. OTHER REQUIREMENTS:

a. Child Health: "Under no circumstances shall foster homes accept children who are known to have or who are suspected of having any communicable disease."

"There shall be strict compliance with the Regulations of the Dept. Governing the Control of Communicable Diseases. Any incident such as epidemic outbreaks, poisonings or other unusual occurrence, which threatens the welfare, safety or health of any child admitted to any home covered by these Regulations, shall be immediately reported to the New Mexico Health and Social Services Dept., and to person or private or public Agency responsible for the child. The home shall furnish information related to such occurrences as the Dept. may require."

"Subject to the advice of the child's physician, it is recommended that all children be immunized against diptheria, whooping cough, tetanus, smallpox and poliomyelitis. All children of legal school age shall be immunized according to State law."

b. Report and Records: A complete record for each child shall be maintained containing name, address, sex, date of birth, names and business and home addresses/telephone number of parents or guardians, date of enrollment and discharge of child, name of person to be called in emergency, physician*, dentist authorized to call in case of emergency, immunization record, record of child's previous communicable diseases and certification of physical examination.
*Physician and dentist shall be duly licensed in New Mexico.
A dated record shall be kept of all accidents, injuries, illnesses and symptoms of illnesses noted while a child is on the premises, with a report of action taken and persons notified.
"Where the children are the responsiblity of an Agency these records shall be maintained by the Agency. In other instances the foster home shall be responsible for these records."

c. Program: None specified.

d. Nutrition: Dining facilities shall be provided. All milk used shall be Grade A and pasteurized or of equivalent safety. Refrigeration units, cupboards and other food storage areas shall be kept clean and sanitary and no poisons or cleaning agents shall be kept in food storage facilities. Infant formula shall be prescribed and directed by the infant's physician.

e. Equipment: All equipment shall be selected for safety, made of safe materials and maintained in a good state of cleanliness and repair and free from hazards. There shall be individual storage space for clothing and other children's personal belongings. All equipment and furniture shall be of such character and material to be readily cleaned and kept sanitary.
Individual combs and toilet articles shall be provided for each child and beds or cribs or bunks shall be completely furnished with linens, bedding, pillows and mattress protectors according to the individual needs of each child.

f. Other: A telephone and a first aid kit shall be readily available.

NEW YORK
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Department of Social Services (In New York City, licensing is by the City Health Dept.)

   b. Statute: Section 390 of the Social Services Law, July 1964, New York.

   c. Regulations: Family Day Care Homes, December 1968 (In New York City - standards of the N.Y. City Health Code)

2. DEFINITIONS:

   a. Child Care Agency: As used in Section 390 of Social Services Law, day care of children shall mean care provided for three or more children away from their own homes for less than twenty-four hours per day in a day care center or home which is operated for compensation or otherwise for more than five hours per week.

   b. Family Day Care Home: Day care in a family home shall mean day care of not more than six children provided in an individual's own home.

3. AGE AND NUMBER:

   a. Age Range: No child less than eight weeks of age shall be admitted for care. No more than two children under the age of two years shall be cared for at any time. Children of the operator, who are under thirteen years of age and are present in home, shall be deemed children in care of such home.

   b. Number of Children: 3 to 6 including operator's own children.

   c. Child/Staff Ratio: 6:1

   d. No more than 5 children shall be cared for at any one time where one or more of the children in care are under three years of age.

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1) Age: None specified. 18 implied.

      2) Physical: "Good physical health, with no disqualifying mental or emotional handicaps and freedom from communicable disease. Physical fitness shall be shown by a certificate from a physician at time of application."

3) Moral: "Applicant must be of good character, habits and reputation. References must be provided."

4) Other: "Operator must be interested in children and have ability to care for them."

b. Assistants: "No person under 18 years of age shall be left in sole charge of the children at any time."

c. Members of Family: "All members of the household must be in good health and be of good character, habits and reputation."

5. RESTRICTIONS ON HOME:

a. Use of Home: None specified.

b. Physical Structure:

1) General: "All rooms occupied by children shall be above ground level and shall have windows.

"Heating and ventilating and lighting facilities shall be adequate for protection of the health of the children. A temperature of at least 68 degrees shall be maintained in all rooms to be occupied by children."

2) Indoor Space: Area not specified.

3) Outdoor Space: Area not specified, but an outdoor play space must be provided.

4) Special Features: Electric heaters or portable heating devices shall not be used in rooms accessible to children regardless of type of fuel used.

6. CODE REQUIREMENTS:

a. General: "All buildings, premises, equipment and furnishings used for or in a family day care home shall be safe and suitable for the comfort and care of the children and shall be provided and maintained in a good state of repair and sanitation."

b. Fire: "Suitable precautions shall be taken to eliminate all conditions which may contribute or create a fire or safety hazard."

"There shall be an adequate number of fire extinguishers which shall be tested and maintained in good working condition.

"All flammable liquids, cleaning supplies, detergents, matches, lighters and any other such items which may be harmful to children shall be kept in a locked cabinet."

c. Safety: "The home shall be equipped with a first aid kit which shall be kept adequately stocked for emergency treatment. First aid supplies shall be kept in a clean container in a locked cabinet."

"Children shall be cared for only on such floors as are provided with readily accessible alternate means of egress which are remote from each other."

d. Sanitation: "All rooms, outdoor play space, equipment, supplies and furnishings shall be kept clean and sanitary at all times. The premises shall be kept free from dampness, odors, vermin and the accumulation of trash.

"Each family day care home shall comply with the requirements of state and local departments of health. Adequate and safe water supply and sewage facilities shall be provided and shall comply with state and local laws."

7. LICENSING FEE: No fee.

8. OTHER REQUIREMENTS:

a. Child Health: "Each child accepted for care shall have a complete physical examination including laboratory tests as indicated, a dental examination and an initial appraisal of his health and development, prior to admission or shortly thereafter, which shall be properly recorded."

b. Reports and Records: "Records shall be kept to include: (a) name, address, sex, and date of birth of each child; parents' or guardians' names and address and place or places at which parents' or other person responsible for the child can be reached in case of an emergency; and a daily attendance record; (b) reports of physical examinations and immunizations of children; (c) reports of physical examinations of staff."

c. Program: The program shall be varied in order to promote the physical and emotional well-being of the children, to encourage the acquisition of information and knowledge and to foster the development of language skills, concepts and problem solving abilities."

d. Nutrition: "The family day care home shall provide plentiful and nutritious meals and snacks which shall be prepared in a safe and sanitary manner and served at appropriate intervals.

"Where infant formula is required, it shall be prepared and provided by the parent or other responsible person in the infants home."

A child in the home more than four hours per day shall be served a hot meal supplying at least one-third of his daily food requirements. If the child is in the home more than ten hours a day, meals will be served supplying two-thirds of his daily food requirements.

e. Equipment: First aid kit and fire extinguishers.

f. Other: "Any pet or animal on premises, shall be in good health, friendly and a suitable pet for children."

NORTH CAROLINA
Group Day Care Homes

1. REGULATING AUTHORITY

   a. Licensing Authority: "Child Day-Care Licensing Board. There is hereby created the Child Day-Care Licensing Board which shall coordinate all local and state agencies in inspecting, licensing and providing services to day-care facilities as provided by this Article. The Board shall consist of 15 members, five of whom shall be state officials and ten of whom shall be citizen-members."

   b. Statute: Article 7, Chapter 110 of the North Carolina general statutes.

   c. Regulations: Small Group Home (6-15 children) Standards and Requirements for License.

2. DEFINITION

   a. Child Care Agency: None Specified.

   b. "The small group day care home provides care for six to fifteen children, generally of varying ages, for some part of the twenty-four hour day. This day care program is located in a modified or extended family residence and usually is found within the neighborhood where families needing day care service reside. The program is less formal than the more organized group care programs, retaining some of the atmosphere of the family day care home. In a community where only a scattered number of children need day care and where it would not be feasible for a day care center to locate, the small group home may adequately meet the need for day care service.

3. AGE AND NUMBER

   a. Age Range: The day care mother must decide what ages of children she wishes to care for (taking into account the ages of the children in her immediate family).

   b. Number of Children: "A small group day care home has from six to fifteen children in care, including the children who live in the home. The number for which the license is issued determined by: the ages of children; the hours each child attends; the number of staff; the number, ages, and presence of children from the day care mother's immediate family."

   c. Child/Staff Ratio: "Regardless of the number of children in care there shall be a minimum of two full-time adults in the small group home, with another designated responsible adult on call for emergencies.

If children under two years of age are in care, the total child-staff ratio shall be five to one."

4. STAFF QUALIFICATIONS

a. Day Care Operator:

1) Age: At least 21 years of age

2) Physical: Tuberculin tests and serologies shall be completed unless specifically exempt by local Health Department modifications.

A medical examination shall be required for the day care mother and all assistant staff to certify that each is free from any physical illness or emotional instability detrimental to a child in care.

The medical examination shall be renewed annually.

3) Character: Demonstrate mature judgment, and have the energy and flexibility necessary to care for young children.

Be capable of handling an emergency promptly and intelligently.

Have a practical knowledge of a child's growth and development in order to meet adequately his basic needs.

The suitability of the day care mother and the home to care for young children shall be attested to by the written statement of three satisfactory references.

b. Assistants: "Any other employed staff such as a cook or maintenance help shall secure a health certificate to be renewed annually.

Assistant staff employed by the day care mother to assist with the care of children shall possess the same personal qualification required of the day care mother. No person shall be employed against whom there has been a valid complaint of child abuse or neglect."

c. Members of the Family: "The members of the day care family shall have the personal characteristics which contribute to a wholesome atmosphere for children.

Family relationships or personal problems shall present no situation harmful to the interest of the child."

5. RESTRICTIONS ON HOME

a. Use of Home: The small group day care home shall not be located where conditions exist that would be hazardous to the physical or moral welfare of the children.

No business which may adversely affect the welfare of the children may be conducted on the premises.

b. Physical Structure:

1) General: The physical aspects of the small group day care home contributes to the overall quality of care a child receives.

2) Indoor Space: The small group home shall provide at least 35-50 square feet of indoor play space for each child in care.

3) Outdoor Space: For each child at least 100-150 square feet shall be available for outdoor activities.

4) Special Features: None Specified.

6. CODE REQUIREMENTS

a. General: "The small group home shall meet all local ordinances relative to zoning and privilege licensing. Before any changes are made in extending or modifying a residence for use as a small group home, the appropriate local inspections should be made of the building."

b. Fire: "Initial inspection of the small group home shall be made by the local fire department having jurisdiction and a report completed and submitted to both the licensing agency and the small group home."

c. Safety: "To assure the continuing safety and sanitation of the home, licensed small group homes shall be subject to periodic inspection by the appropriate local officials and reports of the inspection sent to both the licensing agency and the small group home. Any recommendation made by local inspectors to the day care mother shall be carried out; otherwise, the license shall be revoked."

All medicines and cleaning supplies shall be locked safely away from children.

d. Sanitation: See 6.c. above.

7. LICENSING FEE: None Specified

8. OTHER REQUIREMENTS

a. Child Health: Prior to enrollment the child shall receive a medical examination by a licensed physician. The medical record of the examination shall show the child has had or is receiving immunizations recommended for his age and shall include any information which would indicate the child's limited ability, physically or emotionally, to participate in usual day care activities.

The medical examination shall be repeated every four months for the child under one year; every six months for the child between one and two years old; every two years for the child over two years.

b. Reports and Records:

1) Business records shall include:

a) Satisfactory building inspection, fire, safety, and sanitation reports.

b) Current medical records for day care mother, family (if required) and staff.

c) Accurate record of children's enrollment and daily attendance.

d) Additionally, the day care mother should maintain for her own use a complete and accurate account of all monies received and all payments made in connection with the day care operation.

2) Child's individual record shall include:

   a) Completed and signed medical record including emergency information.

   b) Current medical record.

c. Program:

"The program in the small group home depends on the number and ages of children the home chooses to accept for care. Activities are relaxed and flexible, retaining the family-like atmosphere. When planning programs for children of mixed ages, as is often true of the small group home, care must be taken to avoid too great an age span and to provide more than the usual amount of space, allowing for separation of different activities according to ages and interests of children.

The daily program should reflect the understanding that play is one of the child's main ways of learning. Materials and equipment, carefully selected, encourage and stimulate interest and development. The program should offer the possibility to play in an atmosphere of loving attention and protection where interesting and stimulating things to do are offered in amounts to encourage learning without fatigue and frustration. Each day's routine should be provided with the regularity that offers security to a child yet remains flexible enough to assure an unhurried, homelike atmosphere."

d. Nutrition: Each meal shall be planned to provide 1/3 to 1/2 of child's daily food needs.

A meal shall be served to each child in care four hours or more. If care lasts for ten hours, two meals shall be provided.

The size of servings shall be suitable for the child's age and appetite. Children should be encouraged but not forced to eat.

Nutritious snacks shall be provided in morning and afternoon but at least one and one-half hours before scheduled meals.

Mealtime and snacktime should be times for sociability and special attention to individual children, a pleasant and relaxed time for both adults and children, a time for gradually learning self help in feeding, independence and 'social graces' appropriate to mealtime."

e. Equipment: "Chairs and tables and other furnishings shall be appropriate in size for comfort and safety.

An individual bed, crib, or cot shall be provided for each child's sleep or rest. If the child is in care during his regular nighttime sleeping hours, he shall be provided an individual bed, crib, or firm cot fitted with a mattress and appropriate linens."

f. Discipline: "The method of discipline shall be in compliance with good child care practices with no severe of unusual punishment administered. Food shall not be withheld as punishment to a child."

g. Transportation: "Parents should be encouraged to privide transporatation for their children to the small group home. However, when the day care mother provides transportation, additional responsibility for the health and safety of children is assumed. The following regulations apply:

1. If transportation is provided for more than five children, there shall be an assistant for the children while enroute.

2. If infants (or toddlers) are transported, there shall be a minimum of two adults.

3. Each child transported shall have a seat and shall remain seated while bus or car is in motion.

4. There shall be no more than one hour riding time each way for a child.

5. Children shall be protected by liability insurance.

h. Special Needs of Infants and Toddlers:

1) When infants and toddlers are accepted for care in the small group home, the day care mother shall make plans to assure their protection from older children. Acceptable plans will include use of space, use of staff, and separation from older children.

2) Routine of care for the infants shall be adapted to the individual needs of each child and shall fit as well as possible into the schedule set up by the parent.

3) Toilet training shall be a relaxed pleasant activity and shall fit into the coordinated training started by the parent in the home.

4) For the infant and toddler the day care mother or a child care assistant shall have sufficient time to hold, cuddle, to talk and sing to him, and to understand and respond to his particular needs.

5) The young child shall be provided the opportunity to move about safely and to explore, rather than be confined to the crib all day. He shall have time out of doors each day in good weather.

NORTH CAROLINA
Family Day Care Homes

The North Carolina Department of Social Services has provided a voluntary licensing program to individuals, organizations, and agencies which voluntarily submit applications and comply with the standards adopted by the State Board of Social Services.

Family Day Care Homes receiving funds under Title IV, Parts A and B, of the Social Security Act, amended in 1967, are licensed and approved as meeting Federal Interagency Day Care Requirements.

1. REGULATING AUTHORITY

   a. Licensing Authority: "Child Day-Care Licensing Board. There is hereby created the Child Day-Care Licensing Board which shall coordinate all local and state agencies in inspecting, licensing, and providing services to day-care facilities as provided by this Article. The Board shall consist of 15 members, five of whom shall be state officials and ten of whom shall be citizen-members."

   b. Statute: Article 7, Chapter 110 of the North Carolina general statutes.

   c. Regulation: Family Day Care Home (5 or fewer children) Standards and Requirements for License.

2. DEFINITIONS

   a. Child Care Agency: None specified.

   b. Family Day Care Home: "The family day care home provides day care for five or fewer children. It is the smallest facility licensed by the State Department of Social Services. It offers the most informal and the most flexible program for child care. Here children, generally of varying ages, find care for some part of the 24-hour day in the home of another family not unlike their own, and often within their own neighborhood. Family day care supplements the care and protection the child receives from his parents in his own home and often this arrangement can be effected with minimum disruption of the normal pattern of living for both a child and his family."

3. AGE AND NUMBER

   a. Age Range: "A day care mother must decide for what ages of children she prefers to care. This decision is defined as the "licensing age range" and all children enrolled in care must be within this chosen age range."

b. Number of Children: "The total number of children in care, including the day care mother's own children within the licensing age range, shall not exceed five."

c. Child/Staff Ratio: 5 : 1 "The total number of children under two years of age cared for by the day care mother alone shall not exceed three, including children of the day care mother. Only if a second full-time responsible adult assists the day care mother may the number of children under two years of age exceed three in number."

4. STAFF QUALIFICATIONS

a. Day Care Operator:

1. Age: At least 21 years of age.

2. Physical: "Tuberculin tests and serologies shall be completed unless specifically exempt by local health department modifications. A record of physical examination, certifying that each family member is free from any illness (including communicable diseases) shall be provided initially and up-dated annually."

3. Character: "The fact that the day care mother and her family like and enjoy children and are capable of giving them affection and security should be obvious in attitudes and behavior. She should have a practical knowledge of a child's growth and development in order to meet adequately his basic needs."

b. Assistants: "Any person employed to assist with care of children in the home shall meet the same health requirements as the day care mother. Any person - whether a member of the family or employed by the day care mother to assist with the care of the children - shall possess the same personal qualifications required of the day care mother. No person shall be employed against whom there has been a valid complaint of child abuse or neglect."

c. Members of the Family: "The members of the day care family shall have the personal characteristics which contribute to a wholesome atmosphere for children. Apparent difficulty in relationships or personal problems shall present no situation harmful to the interest of the children in care."

d. Other: "The suitability of the day care home to care for young children shall be attested to by the written statement of three satisfactory references."

5. RESTRICTIONS ON HOME

a. Use of Home: "The family day care home shall not be located where conditions exist that would be hazardous to the physical or moral welfare of children. No business which may adversely affect the welfare of the children shall be conducted on the premises."

b. Physical Structure:

1. General: "The physical aspects of the family day care home contribute to the over-all quality of care a child receives."

2. Indoor Space: "The family day care home shall be spacious enough and so arranged that children in care can move about freely and have sufficient open space for various indoor activities."

3. Outdoor Space: "Outdoor play area shall be on premises or easily accessible. For each child, 100 - 150 square feet shall be available for outdoor activities."

4. Special Features: None specified.

6. CODE REQUIREMENTS

a. General: "The family day care home shall meet all local ordinances. There shall be an initial inspection of the day care home made by the local building inspection department in all communities where such service is provided. A report of the inspection shall be submitted to the licensing agency by the official inspector and a copy sent to the day care home to be maintained in the business record of the home."

b. Fire: "Initial inspection of the day care home shall be made by the local fire department having jurisdiction and a report completed and submitted to the licensing agency and to the day care home to be maintained in the day care home file."

c. Safety: "To assure the continuing safety and sanitation of the home, licensed day care homes shall be subject to periodic inspection by local officials having jurisdiction. A report of the inspection made will be sent to the licensing agency and a copy to the day care home. Any recommendation made by local inspectors shall be carried out; otherwise, the license will be revoked."

d. Sanitation: See 6.c. above.

7. LICENSING FEE: None specified

8. OTHER REQUIREMENTS

a. Child Health: "Prior to enrollment the child shall receive a medical examination by a licensed physician. The medical report of the examination shall show the child has had or is receiving immunizations recommended for his age and shall include any information which would indicate the child's limited ability, physically and emotionally, to participate in the usual day care activities. The medical examination shall be repeated and reported every four months for the child under one year, every six months for the child between one and two years, and every two years for the child over two years."

b. Reports and Records: "The child's individual record and certain business records shall be made available to the licensing agency for review upon request.

1. The child's individual record shall include:

    .Completed and signed application
    .Child's current medical record

2. Business records shall include:

    .Satisfactory building inspection, fire safety, and sanitation reports
    .Current medical records on day care mother and family
    .Accurate record of children's enrollment and daily attendance.

"Additionally, the day care mother for her own use should maintain a complete and accurate account of all monies received and all payments made in connection with the day care operation."

c. Program: "The program in the family day care home, by nature of the setting, is relaxed and informal so that the child may have the benefit of experiences of family living. It is important, however, to plan opportunities for enriched learning through experiences suitable to the age of children in care. Play materials should be readily available and space in the home arranged to encourage play. Rest, sleep, meals, and play should be planned with the regularity that offers security to a child yet remain flexible enough to assure an unhurried, homelike atmosphere.

"In planning activities, the individual child's total day must be considered; when he leaves home and returns, the family activities of which he is a part and those he misses, sleep and meal scheduling, the neighborhood activities which should be available to him."

d. Nutrition: "Nutritious, well-balanced meal shall be served to each child in care four hours or more. If the child continues in care ten hours or more, two meals shall be served.

"Each meal shall be planned to meet 1/3 to 1/2 of the child's daily food needs. The size of servings shall be suitable for the child's age and appetite. Children shall be encouraged but not forced to eat.

"Nutritious snacks shall be provided in the morning and afternoon. Snacks shall be served at least 1 1/2 hours before scheduled meals."

e. Equipment: "Play materials and equipment, indoor and outdoor, shall be carefully selected. Chairs and tables and other furnishings shall be appropriate in size for comfort and safety. An individual bed, crib, or cot shall be provided for each child's rest or sleep. If the child is in the family day care home during his regular nighttime sleeping hours, he shall be provided an individual bed, crib, or firm cot fitted with a mattress and appropriate linens."

f. Discipline: "The method of discipline shall be in compliance with good child care practices with no severe or unusual punishment administered. Food shall not be withheld as punishment for a child.

"Children shall not be punished or threatened about sleep and shall be given affectionate attention when they find relaxation difficult."

g. Transportation: "Most parents provide transportation for the child to the family day care home, and they should be encouraged to do so. However, if care for school-age children is provided, the day care mother may find it necessary to provide transportation to or from school. When transportation is provided by the day care mother, she must recognize the added responsibility she assumes and comply with the following regulations:

1. If transportation is provided for more than one infant (or toddler), there shall be an assistant in the car or bus to help care for the infants while enroute.

2. Each child transported shall have a seat, and shall remain seated while the car or bus is in motion.

3. There shall be no more than one hour riding time each way for a child.

4. Children shall be adequately protected by liability insurance."

h. Special Needs of Infants and Toddlers:

1. "Younger children shall be provided protection during play activities when children of varying ages are in care.

2. "Routine of care for the infant shall be adapted to the individual needs of each child and shall fit as much as possible into the schedule set up by the parent.

3. "Toilet training shall be a relaxed, pleasant activity and shall coordinate the training started by the parent in the home.

4. "The day care mother shall have sufficient time to hold, cuddle, talk and sing to the infant and time to understand and respond to his particular needs.

5. "The infant shall be given the opportunity to move about safely and to explore, rather than be confined to the crib all day. He shall have time out of doors each day in good weather."

NORTH DAKOTA
Family Day Care Homes

a. Licensing Authority: Public Welfare Board of North Dakota

b. Statute: Chapter 50-11 of the North Dakota Century Code (which provides that anyone receiving an unrelated child for "day care . . ." must have a license from the Public Welfare Board).

c. Regulation: Standards for Family Day Care, Social Work Manual, Chapter 425, Section 5, September 1970.

2. DEFINITIONS:

a. Child Care Agency: "The term 'Day care' refers to a care of a child outside of his own home for a portion of the twenty-four hour day on a regular basis. It is a supplemental form of child care during which parental responsiblity for care has been delegated to an unrelated person. Day care facilities may be operated by private individuals, by voluntary agencies, or by public agencies including a county welfare board."

b. Family Day Care Home: "A family day care home is a family home which provides care for any unrelated child up to a maximum of six children on a regular basis."

3. AGE AND NUMBER:

a. Age Range: From infancy to 14 years - the ages of children who can be cared for, including her own, shall be determined by the capacity and ability of the mother.

b. Number of Children: From infancy through 6 years no more than 2 under 2 years, and no more than 5 in total including own children. From 3 to 14 years no more than 6 in total including own.

c. Child/Staff Ratio: Ages infancy through 6 - 5:1
Ages 3 to 14 years - 6:1

4. STAFF QUALIFICATIONS:

a. Day Care Operator:

1. Age: "She must be of suitable age to have the vitality to tolerate, and work constructively with, children."

2. Physical: No health problems detrimental to the care of the child verified by doctor's examination report.

3. Character: Listed in the FDC standards as interest in and capacity to enjoy children, ability to recognize feelings and needs of a child, correct and discipline a child appropriately, accept emotional outbursts, form pleasant relationships with child's parents, and respect differences of various cultural and income groups. The day care mother must be resourceful, dependable, consistent, flexible and willing to learn.

4. Other: No other specified requirements.

b. Assistants: If there is a reliable helper there may be up to five children regardless of age. Provision must be made for another adult to call on in case of emergency.

c. Members of Family: A physical examination shall be required for other family members only if there are indications of a health problem in the home. "Although the day care mother has the primary responsiblity for the home's program, it is necessary that all other family members possess desirable feelings and attitudes towards the children accepted for care. The family day care parents must be responsible people who have a genuine liking for children and who will safeguard the child's best interest. The family day care home should have a relaxed atmosphere in which the child can engage in wholesome activities suitable for his age."

5. RESTRICTIONS ON HOME:

a. Use of home: Not specified.

b. Physical Structure:

1. General: The physical aspect of the home should be in accordance with the standards of the neighborhood in which the children live. The floors and walls should be of materials that are easily maintained and cleaned.

2. Indoor space: Minimum of 35 sq. ft. of play space per child.

3. Outdoor space: Minimum of 75 sq. ft. of play space per child.

4. Special features: Day care home should be in or near the children's own neighborhood desirably, and near the school of school-age children. Generally, trailer homes, or basement or upstairs apartments are unsatisfactory.

6. CODE REQUIREMENTS:

   a. General: County welfare boards will take into consideration the state and local health, fire and sanitation regulations.

   b. Fire: Not specified except as above.

   c. Safety: The home must be in an area with the minimum hazards to the safety of children. There must be a safety rail on the stairway and the heating unit and tools and equipment must be closed off from the play area.

   d. Sanitation: The day care home must be clean, reasonably neat, and free from accumulation of dirt, rubbish or other health hazards. Heat, light and ventilation requirements are specified, and water must be from an approved supply.

7. LICENSING FEE: No fee required.

8. OTHER REQUIREMENTS:

   a. Child Health: Immunizations, medical and dental examinations are required before child admission. The day care mother must be familiar with first aid, and should make daily inspections for sickness on child arrival. There should be provision for isolation pending medical attention.

   b. Reports and Records: Adequate records must be maintained by the day care mother containing information on - emergency medical care, parents' names/addresses and telephone numbers, parents' payment plan and daily attendance of children.

   c. Program: The family day care program must offer enrichment experiences and provide for many of the child's physical, social and emotional needs. There must be activities provided to meet the interests and capabilities of each age group, as individuals or in a group.

   d. Nutrition: The facility must provide adequate and nutritious meals and snacks prepared in a safe and sanitary manner, and served in an informal and pleasant atmosphere. Milk must pasteurized or otherwise approved. Meals in a full day should include a morning snack, a hot well-balanced lunch. Afternoon snacks are required for a full day care program.

   e. Equipment: Basic equipment should be provided to afford opportunity for experiences with art, music, books, dramatic play and blocks. In addition, there must be basic equipment of suitable size for indoor and outdoor play. Individual cots are recommended but beds used by other members of the family may be used provided separate linens are provided.

f. Telephone: There should be a telephone in a convenient location within the home.

g. Insurance: The applicant should be encouraged to discuss with her insurance agent liability and fire insurance covering the day care operation.

h. Discipline: Corporal punishment must never be used.

NORTH DAKOTA
Group Day Care Homes

1. REGULATING AUTHORITY:

    a. Licensing Authority: Public Welfare Board of North Dakota.

    b. Statute: Chapter 50-11 of the North Dakota Century Code.

    c. Regulation: Standards for Group Day Care, Social Work Manual, Chapter 425, Section 6, September 1970.

2. DEFINITIONS:

    a. Child Care Agency: See under Family Day Care Homes for North Dakota.

    b. Group Day Care Home: A group day care home is a family home which provides care for a minimum of 6 and a maximum of 12 unrelated children on a regular basis with the aid of at least one assistant. The day care area, although a part of the family home, should be a specifically designated area of adequate space such as a family room.

3. AGE AND NUMBER:

    a. Age Range: From infancy to 14 years - the ages of the children who can be cared for, including her own, shall be determined by the capacity and ability of the day care mother, physical accommodations of the home and availability of help.

    b. Number of Children: No more than 12, including the day care mother's own children under 14, who are physically in the home during the hours care is given.

    c. Child/Staff Ratio:

Ages of Children	Ratio
0 to 3	3:1
3 to 14	6:1

Other requirements are as listed for Family Day Care Homes for North Dakota.

OHIO
Family Day Care Homes

Family Day Care Homes are not licensed but "approved for use" by county agencies, with supervision by the State Dept. of Public Welfare. The following standards are used for this approval (which amounts to FIDCR certification) and these requirements pertain only to family day care homes in which welfare-supported children are placed.

1. REGULATING AUTHORITY:
   a. Certifying Authority: State of Ohio, Dept. of Public Welfare

   b. Statute: Section 5104 of the Ohio Revised Code, Amended Substitute Senate Bill No. 105, November 1969.

   c. Regulation: Ohio Dept. of Public Welfare, Bureau of Day Care Services - DCS 33, September 1970.

2. DEFINITIONS:
   a. Child Care Agency: "Child care means administering to the needs of infants, pre-school children and school-age children outside of school hours by persons other than their parents for any part of the 24-hr. day, for part or all of at least two consecutive weeks but does not include the care of children in places of worship during religious services."

   b. Family Day Care Home: Family Day Care Home means a home which is not subject to licensing as a Day Care Center because it serves fewer than 5 children other than the day care mother's own children.

3. AGE AND NUMBER:
   a. Age Range: 0 - 14 years.

   b. Number of Children: If the age range is 0 -14 years there may be no more than 5 children in total, including day care mother's own, and no more than two children under 2 years in total. If the age range is 3 - 14 yrs. there may be no more than 6 children in total, including own.

   c. Child/Staff Ratio: 5:1 or 6:1, as above.

4. STAFF QUALIFICATIONS:
   a. Day Care Operator:
      1. Age: 21 yrs. of age or older.
      2. Physical: A physician's statement required stating that the day care mother is free from communicable disease including TB and is physically able to care for children.
      3. Character: The person providing day care shall be of good character and emotionally fit to care for children.

4. Other: The day care mother shall have training or experience in caring for children and have no outside activities or employment which would interfere with the time needed for care of the children.

b. Assistants: If there are other adults or older children who will be assisting in caring for the children, they also must meet the requirements in 4(a) 2 above.

c. Members of Family: See (b) above.

5. RESTRICTIONS ON HOME:

a. Use of Home: No particular specifications.

b. Physical Structure:

1. General: The floors and walls must be clean and maintained so that they are non-hazardous to children's clothes and health

2. Indoor space: "Adequate indoor floor space - approximately 35 sq. ft. per child.

3. Outdoor space: "There must be a safe outdoor play space easily accessible."

4. Special features: None specified.

6. CODE REQUIREMENTS:

a. General: The family day care home must be a clean and safe facility which is in good repair, free from fire hazards and with no obvious hazards to children. There must be a good lighting and ventilation system and a moderate temperature.

b. Fire: None - except as above.

c. Safety: None - except as above.

d. Sanitation: There must be toilet and washing facilities available to the day care children.

7. LICENSING FEE: None specified.

8. OTHER REQUIREMENTS:

a. Child Health: Physicians' statements are required on each child before admission, regarding freedom from T.B. and other communicable disease and also immunization history. Evaluation must be made each day for signs of illness and a sick child should be separated - there must be an area available for isolation. A plan shall be established for meeting medical emergencies.

b. Reports and Records: Not specified.

c. Program: There must be a varied day care program with an opportunity for active and quiet, indoor and outdoor play daily, and regularly scheduled rests. Educational opportunities should be available.

d. Nutrition: A well-balanced meal, and snacks, shall be prepared in a safe and sanitary manner.

e. Equipment: Each home must have toys, books, equipment and materials which would provide educational development and creative expression. Beds, cots or cribs should be individual unless there are children from the same family.

OKLAHOMA
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Department of Institutions, Social, and Rehabilitative Services.

   b. Statute: Oklahoma Child Care Facilities Licensing Act (10 O.S. 1961 Sections 401-410, as amended by Senate Bill No. 168, 1963 Oklahoma Legislature, effective May 23, 1963)

   c. Regulations: "Standards for Day Care Centers and Family Day Care Homes", 1970

2. DEFINITIONS:

   a. Child Care Agency: "The term 'child care facility' when used in this act shall mean any public or private institution, child placing agency, foster family home, group home, day care center, or family day care home, providing either full-time or part-time care for children away from their own homes, and which is owned or controlled by a political subdivision, a corporation, an unincorporated organization or association, or individual."

   b. Family Day Care Home: "a family home that provides care and protection for five or less children for part of the 24 hour day. This definition of a family day care home does not include informal arrangements which parents make independently with neighbors, friends, or others. Nor does it include caretakers in the child's own home."

3. AGE AND NUMBER:

   a. Age Range: "Children must be of a suitable range in ages - a child is defined as an individual less than 18 years of age."

   b. Number of Children: "The total number of children placed in any one home shall be limited to five, including the family day care parents' own pre-school children."

   c. Child-Staff Ratio: 5:1

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1) Age: "The family day care parents shall not be too old to demonstrate the vitality and flexibility which are

required for the care of children nor be too young to exercise good judgement and use appropriate authority in caring for children."

2) Physical: "A physical examination of the family day care parents by a duly licensed physician in the State of Oklahoma shall be required. All members of the family day care home shall be free from communicable diseases, nervousness and instability that might have an adverse effect on the child."

3) Moral: The family day care parents must be of suitable temperament to care for children, must love and understand children and have the ability to be loving and wise family day care parents. They must work co-operatively with the child's parents or guardian and respect the child's feelings.

4) Finances: There shall be sufficient income in the home to maintain proper care of the children.

b. Assistants: The family day care mother shall be responsible for the children in her care and shall arrange to have a competent adult to provide consistent supervision during any absences.

c. Members of Family: Own children and other relatives must accept the family day care children and provide constructive influence. There must be indication of a congenial and happy home life. See 4.a.2. and 4.a.3.

5. RESTRICTIONS ON HOME:

a. Use of Home: The family day care home shall not give 24 hour foster home care on a regular basis.

b. Physical Structure:

1) General: "The family day care home shall be clean, well-ventilated, well-kept, properly lighted and heated, and have adequate sanitation facilities. There shall be sufficient number of rooms for adequate living and sleeping arrangements and furnishings adequate to insure the health, safety and well being of the children receiving care."

2) Indoor Space: "There shall be adequate indoor and outdoor play space." There shall be separate sleeping rooms for boys and girls of school age and over.

3), Outdoor Space: See 5.b.2.

4) Special Features: The home should be situated in a neighborhood affording opportunities for healthy recreation, wholesome relationships with immediate neighbors and associates, and reasonable access to child's own home and school.

6. CODE REQUIREMENTS:

a. General : "The family day care home shall be . . . properly lighted and heated, and have adequate sanitation facilities."

b. Fire: The State Bureau of Investigation, or other agency performing the duties of State Fire Marshal, may visit any licensee at the request of the Department to advise on matters affecting the safety of children and to inspect the condition of the buildings for their care. Vented stoves and heating appliances shall be safe guarded to prevent fire hazards.

c. Safety: Included in 6.b.

d. Sanitation: "Adequate sanitation facilities" and "adequate bathing and toilet facilities."

7. LICENSING FEE: None specified.

8. OTHER REQUIREMENTS:

a. Child Health: Medical examination for admission not specified although a health record is included as part of child's record form. "The family day care parent shall see that emergency medical attention is provided in case of sudden illness or accident. The natural parent or guardian should stipulate who is to be called in case of an emergency, and sign a consent for emergency medical care."

b. Reports and Records: None specified.

c. Program: School attendance specified but no other activity requirements.

d. Nutrition: "Each child must be assured of having a midday meal, plus morning and afternoon snack." A balanced died adjusted to each child is required, supplying one-third of its daily nutritive requirement, also an ample supply of safe drinking water.

e. Equipment: Adequate indoor and outdoor play equipment specified, also individual wash cloths, towels, drinking cups, cots and beds.

OREGON
Family Day Care Homes

Oregon law authorizes issuing a certificate of approval to day care facilities and requires such a certificate (license) only for day care facilities with 5 or more children. Day Care in a Family Home can be provided for less than 5 children without a license, although the Division of Public Welfare will license a day care facility for fewer than 5 children on request. Additionally, Family Day Care Homes with 1 through 4 children are certified for compliance with Federal Interagency Day Care Requirements by the Division of Public Welfare when federally funded children are in care or certification is desired by a provider.

1. REGULATING AUTHORITY:

   a. Certifying Authority: State Public Welfare Division.

   b. Statute: An Act of Oregon Legislative Assemby 1969 Regular Session, House Bill 1782.

   c. Regulation: Rules and Regulations Governing Group Day Care Facilities in Oregon. (Voluntary for family day Care homes with fewer than 5 children.)

2. DEFINITIONS:

   a. Child Care Agency : "Day Care" means care provided to a child during a part of the 24 hours of the day, with or without compensation. "Day care" does not include care provided:

      a. In the home of the child;
      b. By the child's parent, guardian, or person acting in loco parentis;
      c. By a person related to the child by blood or marriage within the fourth degree as determined by civil law;
      d. On an occasional basis by a person not ordinarily engaged in providing day care; or
      e. By providers or medical services.

   b. Legal Definition : "Day care facility" means any facility that provides day care to three or more children, including a day nursery, nursery school group, family day care home or similar unit operating under any name, but not including any:

      a. Facility providing care that is primarily educational, unless provided to a preschool child for more than four hours a day.
      b. Facility providing care that is primarily supervised training in a specific subject, including but not limited to dancing, drama, music or religion.

c. Facility providing care that is primarily an incident of group athletic or social activities sponsored by or under the supervision of an organized club or hobby group.
d. Facility operated by a school district, political subdivision of this state of a governmental agency.
e. Group care home licensed under ORS 443.210 to 443.330.

c. In Oregon a license is referred to as a "certificate."

PENNSYLVANIA
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Department of Public Welfare.

   b. Statute: Article X of the Public Welfare Code, Act 21 of June 13, 1967.

   c. Regulation: Title 5500- Family Day Care Homes for Children Subject to Licensing, C & Y Manual - The Office of Family Services, Pennsylvania Department of Public Welfare; reissued June, 1969.

2. DEFINITIONS:

   a. Child Care Agency: Not specified.

   b. Family Day Care Home: "Any premises in which day care is provided in a home setting to not more than six children at any one time. Family day care home for children subject to licensing means a day care home operated for profit in which day care is provided simultaneously to more than three unrelated children and to fewer than 7 children who are not relatives of the operator."

3. AGE AND NUMBER:

   a. Age: Under the age of sixteen.

   b. Number of children: "The maximum number and ages of children that may be cared for in the day care home shall be determined by the Department based upon the physical strength, skills and capacity of the day care mother to care for children of differing ages, the number and age of her own children living in the home, the physical accommodations of the home and the availability of household help from members of the family or a paid assistant. In no event shall the number exceed six children between the ages of three and sixteen or five children within the age range of infancy through six. There shall be no more than two children under two years of age including the children of the day care mother in a family day care home at any one time."

c. Child/Staff Ratio: 6:1 for age 3 to 16, 5:1 for infancy through age 6, with no more than two children under two years at any one time.

4. STAFF QUALIFICATIONS:

a. Day Care Operator:

1. Age: Over 21.

2. Physical: The family day care mother and any adult who assists with the care and supervision of children shall be in good health and have a physical examination annually, including tuberculin tests or chest X-rays as indicated.

3. Moral: None.

4. Other: "Every family day care home shall be operated by a female over the age of 21 years who understands children, is capable of handling emergency situations promptly and appropriately, and has sufficient stability, energy, flexibility and time to care for children."

b. Assistants: See 4.a above. "Children in a family day care home shall at NO time be without competent adult supervision. To insure adult supervision in case of an emergency, arrangements must be made with a nearby person who will be on call if needed."

c. Members of Family: "All members of the household shall be in accord with the plan of the day care mother to provide day care for children and be willing to cooperate with her in providing such care."
"A certificate of the physical examination which states that members of the household are in good health and free from physical or mental illness which might be detrimental to children shall be signed by a licensed physician and filed with the Department."

5. RESTRICTIONS ON HOME:

a. Use of Home: None specified.

b. Physical Structure:

1. General: "All rooms used for day care shall be at ground level or above. Exception: If rooms are partially below ground level, they shall be dry, warm, well-lighted and ventilated, and their use approved by the appropriate safety and sanitation authorities when deemed necessary by the State Department of Public Welfare."

2. Indoor Space: "There shall be adequate room to permit temporary isolation and privacy in case of emergency if more than one child is to be given care."
"There shall be adequate space both indoors and outdoors for children to play freely and safely."

3. Outdoor space: "Outdoor play space shall be on the premises or safely accessible to children when they are accompanied by an adult, and free from dangerous conditions or hazards. If toddlers are cared for, the outdoor play space shall be fenced-in or there shall be adequate precaution and protection against traffic accidents."

4. Special Features: A minimum temperature of 70 degrees F. shall be maintained in all rooms occupied by children.

6. CODE REQUIREMENTS:

a. General: "Family day care homes for children shall conform to all local public health and safety codes, applicable laws and regulations set forth by the Pennsylvania Departments of Health, Labor and Industry, State and Public Welfare, and to the Pennsylvania Human Relations Commission, as well as Title VI of the Civil Rights Act of 1964."

b. Fire: "Heating, ventilating and lighting shall be adequate for protection of young children." "If gas or oil space heaters are used they shall be vented, mounted on an exterior wall and installed with permanent connections and protectors. Fireplaces shall be securely screened. No portable heaters shall be used."

c. Safety: "Sufficient protected space shall be available, out of reach of young children, for the storage of all cleaning materials, detergents, drugs, medicines, and similar items. Paint and plaster shall be in good condition and immediately repaired if peeling or damaged."

d. Sanitation: Family day care homes for children shall conform to all local public health codes and applicable laws and regulations set forth by the Pennsylvania Department of Health.

7. LICENSING FEE: None

8. OTHER REQUIREMENTS:

a. Child Health: Child must have a physical examination and certificate of health signed by a physician within two weeks of admission to family day care home. For every child receiving care, a physical examination must be obtained every six months for children less than 3 years, and every 12 months for children older than three.

b. Reports and Records: The family day care mother shall maintain records and submit reports as required by the State Department of Public Welfare. These shall include personal information about the child and his family and a medical record on the child.

c. Education:

"The daily activities for children shall be varied and provide opportunities for children to learn new skills and acquire new knowledge and interest in the things around them. The activities shall be appropriate to the ages of the children and the day care mother shall provide planned activities which allow children to develop individual interests, such as trips to the market, the museum, or the zoo.

"The day care mother shall provide individual care and attention to all children under her supervision appropriate to their ages and individual needs including assistance with eating, toilet training, dressing, learning to use toys and playing games."

"There shall be provisions to meet the particular needs of handicapped children served by the family day care home."

d. Nutrition:

"Meals served shall be wholesome, of good quality and in sufficient amounts to insure good nutrition. Menus shall be sufficiently varied to be enjoyable and attractive."

"The times for meals and between meal snacks shall be scheduled so that the period between feeding shall NEVER be more than four and one-half hours. Children remaining at the family day care home for a period of six hours or longer shall have as a minimum a mid-morning snack, a lunch and a mid-afternoon snack. Children returning to the family day care home after school shall receive an after-school snack. Children who do not receive a noon meal at school shall be served lunch at the family day care home."

e. EQUIPMENT: For each child between the ages of three months and one year, a play-pen and stroller shall be available for his use. "For each child under six years of age and individual bed, cot or crib, appropriate for his age for daily rest periods. The bed, cot or crib shall be kept clean and sanitary at all times and equipped with adequate bedding in keeping with seasonal requirements. For each child regardless of age a separate towel, wash cloth and comb or brush."

f. Discipline: The day care mother at no time shall administer corporal or demeaning punishment to the child.

g. Telephone: A telephone is required.

RHODE ISLAND
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Rhode Island Dept. of Social and Rehabilitative Services, Division of Community Services, Child Welfare Services.

   b. Statute: Chapters 14 and 15, General Laws of Rhode Island, 1956, Title 40, Section 3, amended, 1962.

   c. Regulation: Guide for Independent and Agency Foster Boarding Homes (full-time and part-time), 1970.

2. DEFINITIONS:

   a. Child Care Agency: "Day-care services include comprehensive and coordinated direct care and protection; offer educational, social, health, and nutritional opportunities to children; and involve parent participation. Directed toward serving the best interests of both children and their parents, the services help to strengthen family life."

   b. Family Day-Care Home: "Any person who for compensation receives for care or treatment or has in his custody one or more children under the age of sixteen (16) years, unattended by a parent or guardian, for the purpose of providing such child with care and lodging, except children related to him by blood or marriage, or legally adopted by or legally committed by order of any court to such person, shall be deemed to maintain a children's boarding home."

      This definition is within the law which applies to full-time or 24-hour per day boarding homes and part-time boarding homes caring for one or more children for a portion of the day or night. A family day-care home is a part-time boarding home.

3. AGE AND NUMBER:

   a. Age Range: "From infancy to 16 years."

   b. Number of Children: Usually not exceeding 4. Special licenses may be given to care for up to 7 in certain circumstances. No home shall be licensed for more than two under 2 years or more than four under 6 years.

   c. Child/Staff Ratio: 4:1 or 7:1 as above, including family's own.

4. STAFF QUALIFICATIONS:

   a. Day-Care Operator:

      1. Age: "Between the ages of 21 and 60."

      2. Physical: The foster family shall be in good physical and mental health and every member free from communicable disease or any disqualifying mental or physical defects. An annual chest X-ray of all family members over 16 is required.

      3. Character: Foster parents shall be well-balanced, mature individuals offering a wholesome example and intellectual, spiritual and moral guidance to children. Favorable references from a physician, clergyman and 3 other non-family related sources are required.

      4. Other: The foster mother should have knowledge of physical and emotional needs of children and know about growth and development. Both parents should be able to speak the English language.

   b. Assistants: If it is necessary for both parents to be absent from the home it is expected that the children shall be left in the charge of a person competent to supervise them. Children shall at no time be without competent adult supervision.

   c. Members of Family: The foster family shall be composed of a complete family unit, with both parents whenever possible. They provide a normal, happy home for children and shall have a genuine interest and understanding of the care and training of them. Boarding children must be treated as own children and share fully in the family activities. All members shall be of good character, habits and reputation. See also 4.a.2. above.

5. RESTRICTIONS ON HOME:

   a. Use of Home: "Boarding home care is specialized service and no home shall be licensed which combines this service with other services such as adult roomers or boarders, convalescent or nursing homes, parents in residence with their children, and any other business. No home shall be licensed for both full-time and part-time care."

b. Physical Structure:

1. General: "The home shall be in a wholesome community offering religious, educational, medical and recreational facilities."

2. Indoor Space: The home shall have adequate space to accommodate the members of the household and adequate space for indoor play. Adequate accommodations must be available for daytime naps or overnight sleeping in properly ventilated rooms. No sleeping in basements and no more than 2 children to a bedroom is permitted. No child over one may share a bedroom with an adult.

3. Outdoor Space: An enclosed yard or safe yard for outdoor play is required on the premises.

4. Special Features: None specified.

6. CODE REQUIREMENTS:

a. General: All fire, health, and building laws must be complied with, including the recommendations of the State Fire Marshal, Building Inspector and Rhode Island Dept. of Health and Sanitation.

b. Fire: Fireplaces, open-space heaters, etc., must be protected by screens, and no oil space heaters shall be used.

c. Safety: Care must be taken to prevent accidents caused by slipping rugs, unguarded stairs, low windows, electrical hazards, cleaning materials, detergents, medicines, and toys and play equipment which are not in good order. There must be no lead paint used on toys, beds, windowsills, or any equipment which might be used by a child or be within his reach.

d. Sanitation: The house and yard must be kept clean, free from odors, vermin and accumulation of trash in accordance with local ordinances. Sanitary dishwashing procedures must be used. Homes in localities served by public water supply and public sewage disposal systems should use these services or facilities approved by the R.I. Dept. of Health. There must be adequate bathing, toilet and handwashing facilities.

7. LICENSING FEE: "There is no charge for the license."

8. OTHER REQUIREMENTS:

a. Child Health: The day-care mother shall be alert to the child's physical condition, and if evidence of communicable disease appears, he is to be isolated and the parents notified. A first aid kit must be kept on the premises, out of reach of children. A written statement of health must be given the foster mother by the person placing the child and kept in the home register (this means he must have a physical exam, and a statement is signed by the doctor).

b. Reports and Records: An individual record of up-to-date data on each child must be kept including name and address and telephone number of parents/guardians, date of acceptance, and name and address of person placing if different from parents, certificate of health and immunization history, religion, telephone number and name of physician with instructions on emergency medical care, and written formula and feeding schedule for infants. A written receipt must be given the parent when fees are paid. Records on each child must be kept on prescribed forms requested by the child-placing agency. This also applies to independent boarding homes.

c. Program: "The boarding mother is expected to provide individual care and attention to the children under her supervision. Children need her help with good personal hygiene; with eating, toilet training, bathing and dressing, with learning to use toys, and to play games, etc."

The daily program for the children needs to be varied to provide opportunity to learn new skills, to stimulate their interest in things around them, and to learn to play with others."

Provision shall be made for regular attendance at school when child is of school age, and he should be encouraged to participate in wholesome social, spiritual and recreational activities. Children under 16 years of age shall have no work that will preclude ample opportunity for school or play.

d. Nutrition: All food is to be furnished by and prepared in the day-care home - not to be brought from home. Formulas shall be prepared under sanitary conditions and all feeding equipment is to be properly cleansed and sterilized in accordance with approved medical procedures.

The daily menu shall be wholesome, of good quality, and sufficient and varied to insure good nutrition. To insure recommended amounts of nutrients, the following must be included in each day's menu:

Meat, poultry, or fish	2-4 tablespoons (1-2 oz. cooked)
Cooked vegetables	2-4 tablespoons
Raw vegetables	2-4 strips (one dark green or yellow for vitamin A)
Bread	½-1 slice
Butter or margarine	½-1 teaspoon
Fruit or pudding	¼-½ cup
Milk	½-1 cup

Any deviations from normal eating pattern for the child should be followed only on the written permission of the physician."

Food must be properly refrigerated and all milk must be pasteurized in a plant licensed by Rhode Island Dept. of Health.

e. Equipment: Adequate accommodations must be available for naps in comfortable, clean cribs or beds - fresh linen to be provided for individual child use. All babies must sleep alone in cribs not less than 2 feet apart. Individual requirements also include drinking cups, towels, washcloths, toothbrushes, combs and brushes.

f. Transportation: If the day-care mother provides transportation for any activities during the day, these requirements must be met:

"No more children than the licensed capacity of the car can be carried in an automobile licensed as a passenger car. The car must be equipped with safety locks on all doors except the driver's, so arranged that they cannot be opened by the children. It is advisable that liability insurance be carried on the car and its drivers."

g. Discipline: "Corporal punishment is prohibited."

SOUTH CAROLINA
Family Day Care Homes and
Group Day Care Homes

1. REGULATING AUTHORITY:

a. Licensing Authority: Department of Public Welfare

b. Statute : Act 659, the General Assembly of South Carolina, March 1956.

c. Regulations: Rules and Regulations Relating to Licensing Day Care Facilities and Child Care Centers. Revised July 1967.

2. DEFINITIONS:

a. Child Care Agency: "Child care center may mean or include any home, center, agency, school or place, however styled where children not related to the operator are received for care, apart from their parents whether for compensation, reward or otherwise, during part or all of the day or night and upon any number of successive days or nights."

b. Family Day Care Home: "is one in which care is given in a family home during the day only for one and not more than seven children including the day care parents' own children." Group Day Care Home: "is one which provides care in a family home during the day only for no more than fifteen children, including day care parents' own children."

3. AGE AND NUMBER:

a. Age Range: Infants and older children in family day care home. Children three years and older for group home care.

b. Number of Children: "A family day care home shall have no more than seven children including day care parents' own children. "It is desirable to have no more than five."
"Group Day Care Home shall have no more than fifteen children including own children."

c. Child/Staff Ratio: Family day care home 7:1. Group day care home: The number and ages of the children determine the need for assistants.

4. STAFF QUALIFICATION:

a. Day Care Operator:

1) Age: Mature

2) Physical: The day care operator needs to be in good physical and mental health with energy to meet the needs of young children. She must be free of communicable and contagious disease.

3) Character: Not specified.

4) Other: "Generally the family income should be sufficient to cover its basic needs; however, the earning of supplementary income is a sound reason for caring for children."

b. Assistants: Must in in good physical and mental health. "Persons who clean or prepare meals must have current health cards."

c. Members of Family: "All members of the household must be in such physical and mental health as will not affect adversely either the health of the child or the quality and manner of his care. The family should be willing to have this fact verified and shall submit statements annually certifying that all are free from communicable and contagious diseases.

"A home shall not be licensed in which any member of the household is mentally ill or on convalescent status from a mental hospital without consultation with the proper authorities of the hospital.

"A home shall not be licensed in which any member of the household is an inmate of a penal or correctional institution or on parole or probation without consultation with the proper correctional or probation and parole authorities."

5. RESTRICTIONS ON HOME:

a. Use of Home: "There shall be no adult roomers in the home without the knowledge and approval of the licensing agency."

b. Physical Structure:

1) General: "All rooms used for children must have windows above street level with adequate sunlight and ventilation."

2) Indoor Space: "A recommended guide is 35 square feet per child indoor, exclusive of bath, kitchen, and isolation area."

3) Outdoor Space: "Recommended outdoor area is 75 square feet per child." Area to be fenced if necessary for child safety.

4) Special Features: "When a family home is caring for seven to fifteen children, there should be a large room such as a recreation room or rumpus room." An isolation area for sick children is required.

CODE REQUIREMENTS:

a. General: "Day Care homes shall be safe, with adequate space, light, heat, ventilation, screening and sanitary toilet facilities; be reasonably free of fire hazards, and shall conform to the sanitary laws and ordinances of the State, County, City, or Town in which it is located."

"There shall be annual inspections and compliance with the recommendations made by such health authorities and fire authorities who are required or permitted to inspect and enforce health, sanitation, and fire regulations."

b. Fire: Annual inspections. Home to be reasonably free of fire hazards.

c. Safety: "The children under care shall never be left without competent adult supervision." The outdoor area fenced if necessary and the home in safe condition.

d. Sanitation: "The home shall conform to the sanitary laws and ordinances of the area in which it is located."

"There shall be adequate toilet and washroom facilities, easily accessible to playrooms and playground. These facilities shall meet the standards of the local health and sanitation authorities. Running hot and cold water shall be available in the home while children are under care."

"The sleeping equipment shall be kept in a clean and sanitary condition at all times."

7. LICENSING FEE: $5.00

8. OTHER REQUIREMENTS:

a. Child Health: "Each child shall have a physical examination before he is accepted for care and evidence presented that he is free from communicable diseases. Inoculation against common childhood diseases shall be required except in a case where the physician considers it inadvisable."

"In the case of illness or an accident to a child, he shall be isolated promptly from the other children until arrangements can be made for his care elsewhere. Immediate notice shall be given to the person responsible for his care and in the meantime, adequate emergency treatment shall be provided."

b. Records and Reports: "Sufficient records shall be kept to identify the children and to enable the day care mother to communicate with the parents or person responsible for the child either in their home or place of employment, and in emergency with the family physician." Other records include: "the financial agreement with the parents, or other responsible person, including rate of pay for care"; attendance record; physical examination records; and "necessary bookkeeping records."

c. Program: "The daily program of the facility shall provide constructive experiences for each child, through planned physical activity and creative play, allowing for both group activities and individual interests."

d. Nutrition: "A full-balanced meal shall be served in the middle of the day and the diet shall be varied, adequate and wholesome. In those communities where night care is necessary, full and balanced meals shall be served if children are under care at the hour of the evening meal or breakfast time. Food for infants shall be provided under medical direction."

e. Equipment: "An individual cot, bed or suitable sleeping pad shall be provided for each pre-school child who is under care more than three hours."

Play equipment shall be suitable for age levels and abilities of children under care.

"Each child shall be provided with an individual towel, comb, and drinking cup unless disposable cups are used."

SOUTH DAKOTA
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Department of Public Welfare.

   b. Statute: South Dakota Code as amended, Chapter 55.37, 1939; Session Laws of 1965, Chapter 248; 1960 Supplement, South Dakota Code, as amended, Section 55.3706 (4).

   c. Regulations: Standards and Rules Relating to Licensing of Foster Day Care Homes 1970. In addition to standards for full and provisional licenses, the regulations allow that homes which do not meet all the provisions of the established standards may be licensed for a specific child or children only where placement in this specific home is in the child's best interest.

2. DEFINITIONS:

   a. Child Care Agency: "Day care is a child welfare (social) service which supplements parental care and provides protection, supervision, and care for children who are regularly out of their own home for all or part of the day. This service may be available in foster day care homes or day care centers.

   b. Family Day Care Home : "Foster day care home is a private family home that provides for care and supervision for one child or a liminted number of children for a part of the 24-hour period.

3. AGE AND NUMBER:

   a. Age Range: The number and ages of children in a foster day care home, both own and foster children, should be determined by the stamina, capacities and skills of the foster parents, the physical accomodations of the home, and the effect upon the family. There shall be no more than 2 children under 2 (including foster parents' own children under 2).

   b. Number of Children: Not exceeding six including the foster family's own children. Exceptions may be made when the foster family has the capacity and facility to meet the needs of more children in the home.

   c. Child/Staff Ratio: 6:1 including own children

4. STAFF QUALIFICATIONS

   a. Day Care Operator:

      1. Age: Age of foster parents should be considered in relation to their physical energy, flexibility, and ability to care

for a foster child, and also in relation to the probable duration of placement of a foster child. Foster parents under the age of 21 shall not be licensed.

2. Physical: The foster care applicants shall be in good health and have had a physical examination within a year of the date of application for a license. A signed physician's report stating that the applicant is in good health and free from any physical or mental illnesses which might be detrimental to a foster child. A physical handicap in either foster parent which does not interfere with ability to give adequate physical or personal care to a foster child should not be a bar to foster parenthood.

3. Character: Foster day care parents shall be selected on the basis of having personal characteristics and relationships which will make it possible for them to undertake and perform the responsiblities entailed in caring for children who are in their home. It is presumed that foster parents should be persons who have worked out a satisfactory and stable marital relationship, without severe problems in their relationship with each other. They should be persons who have a reputable character values and ethical standards conducive to the well-being of children.

4. Other: Foster parents should have enough education and intelligence to stimulate their family and the foster child to use their intellectual capacities. The foster family shall have sufficient income that it will not need to use money paid for the child's upkeep for the family's own needs.

b. Assistants: Not specified.

c. Members of Family: "Desirable to include two parents." All members of the household shall submit a physician's statement as to freedom from communicable and contagious diseases and physical or mental illness detrimental to day care children.

5. RESTRICTIONS ON HOME:

a. Use of home: Caring for foster children on a full-time basis and on a day care basis shall not be permitted in the same home except as authorized by the licensing agency. A home being studied for adoption, an approved adoptive home or an adoptive home where a child has been placed for adoption for less than 1 year, shall not take a child for foster day care, except as authorized by the licensing agency.

b. Physical Structure:

1. General: Physical facilities in relation to fire prevention, sanitation, sewage disposal,water supply, milk supply, and food preservation should present no hazards to the safety of a foster child. Physical standards should be of a degree of comfort sufficient to insure the well-being of the family and its self-respect in the community it resides in.

2. Indoor space: Rooms for day care shall be dry, warm, well-ventilated and lighted. It is desirable to have space on the ground floor.

3. Outdoor space: Provision for outdoor play must be provided. It is desirable to have a fenced area where children can play without hazard.

4. Special Features: The Family Day Care Home will have a telephone or an accessible means of communication.

6. CODE REQUIREMENTS:

a. General: See 5 (b)1 above.

b. Fire: See 5 (b)1 above.

c. Safety: Protected storage or locked cabinets shall be available for all household substances, cleaning materials or medicines. Care shall be taken to protect children from hazardous equipment, e.g., radiators, unguarded stairway, etc. Play equipment shall be appropriate, preferably washable, with no sharp edges, non-toxic colors and large enough to prevent swallowing.

d. Sanitation: Bedding must be cleaned and aired regularly. If a family bed is used, individual linen must be used. There shall be adequate hot water available for cleaning the children. The premises shall be kept clean of trash and hazards. Adequate refrigeration shall be provided to insure proper food storage. If formula is used, adequate sterilizing equipment is required. An approved public water supply is required. If another resource is used, it must be tested by the State Dept. of Health.

7. LICENSING FEE: Not specified.

8. OTHER REQUIREMENTS:

a. Child Health: The health of the child is the primary responsiblity of the parent.

1. A certificate of health, signed by a physician is required.

2. No medication shall be given to any child by any member of the foster day care family or staff except under a physician's direction or parent's consent.

3. All medication shall be locked away.

4. The family day care mother should have knowledge of childhood diseases and problems. If there is evidence of illness, the child should be isolated promptly and his parents notified. If a communicable disease is evident, families should be notified of exposure.

5. Parents shall show that the child has been immunized against smallpox, whooping cough, diptheria, tetanus and polio.

6. Adequate provision for naptime shall be made.

b. Reports and Records: Not specified.

c. Program: Activities patterned after family ways of life are helpful for the child, including periods of rest and play on a regular basis. Children need a maternal closeness and attempts to teach children how to read or write are inappropriate for a family day care home.

d. Nutrition: Food provided must meet the total daily food needs and should complement meals served in the children's own family.

If the child is in the day care home for more than 4 hours, he shall be served a warm meal which supplies 1/3 of the day's health needs. Food shall be wholesome, of good quality and in sufficient amounts, and milk should be pasteurized. Mid-morning and afternoon snacks of juice or milk are necessary to insure good nutrition for the child. Food shall be prepared under sanitary conditions.

e. Equipment: Each child should have an individual cot or mat for naps - infants' cribs having protective sides. There shall be individual drinking cups, towels, washcloths, combs and toothbrushes. A variety of suitable toys and equipment should be made available.

TENNESSEE
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: The Department of Public Welfare.

   b. Statute: Sections 14-1401 through 14-1423, Tennessee Code Annotated, as amended by Chapter 333, Public Acts of 1965 provide for the licensing, inspection, and regulation of day care agencies.

   c. Regulation: Day Care Standards, Tennessee Department of Public Welfare, revised in 1971.

2. DEFINITIONS:

   a. Child Care Agency:

      "Day care refers to the wide variety of arrangements made by parents for the care, outside their home, of children under 17 years of age, for less than 24-hour periods.

      "Day care services may be offered by family day care homes, day care or child development centers, nursery schools, day nurseries, play schools, and kindergarten as well as agencies providing before-and-after-school care, regardless of name, purpose or auspices."

   b. Family Day Care Home:

      "A home operated by any person who receives pay for providing less than 24-hour supervision and care without transfer of custody for 5, 6, or 7 children under 17 years of age who are not related to the operator and whose parents or guardian are not residents of the household. A license is not required for a home providing care for fewer than five children."

3. AGE AND NUMBER:

   a. Age Range: Birth to 17.

   b. Number of Children: "The total number of children, including the operator's own preschool children or other relatives, must not exceed seven."

   c. Child/Staff Ratio: 7:1
      4:1 if more than 4 children are under 3 years of age.

4. STAFF QUALIFICATIONS:

   a. Day Care Operator

      1) Age: 21 to 65.

      2) Physical: There must be on file medical reports certifying that all persons responsible for the care of the children are free from communicable disease. These must be renewed annually.

      3) Moral: Good character and reputation, and have a kindly attitude toward children.

      4) Other: "The children must have constant supervision. There must be at least one adult with children at all times. Definite plans must be made to obtain additional adult help for emergencies."

   b. Assistants: Persons under age 21 must not have responsibility for a group of children unless supervised or assisted by a person 21 or over. A person over 65 should not have responsibility for a family day care home.

   c. Members of Family: All members of the household should be of good character and reputation and have kindly attitude toward children in care.

5. RESTRICTIONS ON HOME:

   a. Use of Home:"The day care home must not be located where conditions exist that would be harmful to the physical or moral well being of children."

   b. Physical Structure:

      1) General: The home must meet all requirements of state and local ordinances concerning sanitation and fire prevention. "All rooms used for children must have sunlight, ventilation, lighting, and heat."

      2) Indoor space: Area not specified. "Two feet of space must be provided on all sides of each cot or crib, except when screens are used or a cot is next to wall."

      3) Outdoor space: Area not specified. "The playground area must be protected from traffic hazards."

6. CODE REQUIREMENTS:

a. General: "The home must meet all requirements of state and local ordinances concerning sanitation and fire prevention. Before a license can be granted, approval must be obtained from the Tennessee Department of Public Health and the Fire Prevention Division of the Tennessee Department of Insurance and Banking."

b. Fire: "The home must meet all requirements of state and local ordinances concerning fire prevention."

c. Safety: "all harmful or poisonous materials must be kept out of the reach of children."

"The playground area must be protected from traffic hazards."

d. Sanitation: The home must meet state and local requirements concerning sanitation. "All preschool children must rest on individual cots or beds. If family beds are used, a clean coverlet must cover the bed. Two children from one family may use one bed if each child has separate cover."

7. LICENSING FEE: $3.00

8. OTHER REQUIREMENTS:

a. Health: The children must have health certificates and be free from communicable disease and his immunization record must be available. "The physician's certificate must state the presence of any condition affecting the general health of the child, or any handicap. Each child must receive a physical examination annually and at any other time indicated by his general condition."

b. Reports and Records: Sample forms for child's application, Child's Health Record, and attendance records are included in regulations.

c. Education: "The day care mother must plan activities and experiences in relation to the ages and interests of the children. Play materials and equipment to carry out these activities must be available."

d. Nutrition: For children being cared for four hours or longer, a noon meal and one snack must be provided to meet one-third to one-half of the daily food needs of child.* If in care more than eight hours one meal and two snacks are required.

e. Equipment: Picture books, simple puzzles, and other play equipment should be provided which relate to the ages and interests of the children.

TEXAS
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: State Department of Public Welfare.
   b. Statute: House Bill No. 17, Acts of the 51st Legislature, 1949, amended 1953 and 1967. Also Section 8(a) of the Article 695c, Vernon's Texas Civil Statutes, the Public Welfare Act of 1941.

   c. Regulation: Minimum Standards for Commercial Boarding Homes.

2. DEFINITIONS:

   a. Child Care Agency: "Every person, association, institution or corporation, whether operating for profit or without profit, who shall conduct or manage a child-caring institution, agency, or facility coming within the purview of this Act shall obtain a license to operate from the State Department of Public Welfare."
   b. Family Day Care Home: is "a commercial boarding home" which . . . "is a private home or place of residence of any person or persons which operates for profit, where six (6) or less children under 16 years of age are received for care and custody or maintenance, apart from their own family, or relatives for ... part of the day..."
   There is a further type of family day care home called "Family Day Care Home Agency" which is certified by a licensed child placing agency as meeting the Department of Welfare standards. Such a home cares only for six or fewer children placed in the home by the certifying agency.

3. AGE AND NUMBER

   a. Age Range: Infancy to 16 years.

   b. Number of Children: "No home shall be licensed for the care of more than 6 children. This number includes own children of the foster family. The maximum number for which the home is licensed is at the discretion of the State Department of Public Welfare.

   c. Child/Staff Ratio: 2:1 under 2 years, including own children
   3:1 under 6 years, if 2 are infants, including own children
   6:1 as in 3(b) above

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1. Age: "At least 21 years of age.

      2. Physical: "Such physical and mental health as will not adversely affect the well-being of the child or the quality of care given." Physician's report required on the health of applicants.

3. Character: "The members of the foster family shall in the opinion of the State Department of Public Welfare be responsible, wholesome, emotionally stable people of good character and reputation. The foster parents should have understanding of child care and of the problems of childhood and be able to give the child the affection and security he needs in order to live a normal, happy life. They should be people whose marital relations or personal problems present no situation or irregularity likely in the opinion of the State Department of Public Welfare to be harmful to the interests of the children to be cared for."

4. Other: The day care mother shall not be employed outside the home.

b. Assistants: All employees must be in such physical and mental health that will not adversely affect the well-being of the children.

c. Members of family: The family should consist of both a mother and father - exceptions may be made where home with only a mother may be approved for particular situations. There shall be no mentally ill or mentally defective person in the home. Family financial security standards are set out requiring an income adequate to maintain the children without total dependence on them, and stability in proportion to obligation. For instance, in the event of payments suddenly ceasing, the day care family shall have sufficient funds to care for any child until other plans can be made for him.

5. RESTRICTIONS ON HOME:

a. Use of Home: The home shall not be allowed to have adult roomers or boarders over 18 yrs. of age. No boarding, convalescent or nursing home which provides care for chronic patients or the aged shall be licensed for family day care, except in unusual circumstances to meet the needs of the specific child.

b. Physical Structure:

1. General: The home shall be clean, sanitary and free from vermin and in good repair. All windows and outside doors shall be screened, the wall, floors and ceilings free of cracks and splinters and finished so that they may be washed or otherwise cleaned frequently.

2. Indoor space: 500 cubic feet per child of living space actually used by the children is required. Sufficient floor space shall be allowed each child in a sleeping room. Rooms used by the children shall be adequately ventilated, the heat in winter months to be controlled by a room thermometer.

3. Outdoor space: Area not specified but must be enclosed by a fence. Play space shall be available free from hazards to children.

d. Special Features: Adequate space for the individual clothing, toilet articles and personal possions of each child is required.

6. CODE REQUIREMENTS:

a. General: "The home shall comply with state building regulations and laws, with city zoning ordinances, with all health and sanitary standards of the State Department of Health as well as local health and sanitary ordinances and with State and local fire laws."

b. Fire: Inspections by health and fire departments shall be made prior to licensing and annually thereafter. Stoves and heating appliances shall be safeguarded to prevent fire hazards.

c. Safety: Stairs shall be equipped with guard rails and adequately lighted, and a gate shall be provided at the head of each flight of stairs when children under 2 are cared for. Play space shall be free from hazards which might endanger life and health. Safety protection shall be provided where there are open cisterns, wells, ditches, fish ponds, etc., and there are safety standards for the handling and storage of tools and equipment.

d. Sanitation: The kitchen shall be equipped with modern appliances to ensure sanitary conditions. There are specific requirements listed for each of the following - refrigeration, stove, sink, working surfaces, dishes and utensils, storage space and the sanitary preparation and serving of food. Also there are specific requirements listed for "adequate sanitary facilities" including plumbing, showers/baths, toilets, water supply, sewage, garbage, and toilet articles.

7. LICENSING FEE: None specified.

8. OTHER REQUIREMENTS:

a. Child Health: A written physician's report is required on all children before admission and children with infectious diseases shall not be admitted. Immunizations and vaccinations are required of specified ages for small pox, whooping cough, diptheria, tetanus, poliomyelitis, rubella, and rubeola unless the child's physician states otherwise in writing or conflicts with the tenets and practice of a recognized church or religious denomination of which the applicant is an adherent or member. The daily routine shall be such as to promote good health, rest, and play habits. Isolation of sick children shall be required if their condition is observed by the day care mother, adequate medical care being given and immediate notice being given to the person who placed the child.

b. Reports and Records: Every family DC Home should keep an individual record of each child's personal data and these records are to be accessible for Welfare Dept. examination at all times.

Also the following reports are required annually from the day care mother - fire inspection report, medical examination of Day Care family, health and sanitation report and a statement of any changes in the home.

c. Program: "The boarding home shall encourage each child in its care to participate according to his ability in neighborhood and school social and recreational activities. A child shall not be caused by reason of his residence in a boarding home to be excluded from a class or school activity in which he would normally have participated had he been living at home."

d. Nutrition: Substantial meals suitable to children as recommended by Texas Food Standards shall be provided, cooperation of the FDC home and child's home being necessary on this subject. Formulae and additional feeding for infants shall be prescribed by a physician licensed by the Texas State Board of Medical Examiners. Grade A pasteurized milk or milk meeting local health department standards shall be served.

e. Equipment: "Adequate . . . equipment for indoor activities shall be provided." "The dining room shall be equipped with suitable tables and chairs to accomodate the children." Individual items such as towels, beds, napkins (paper, if possible), and toilet articles are required.

UTAH
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Department of Social Services, Division of Family Services.
   b. Statute: Section 55-9 Utah Code Annotated 1953 as ammended.

   c. Regulations: Standards and Procedures for Licensing Family Day Care. September 1, 1965, State Department of Social Services, Division of Family Services.

2. DEFINITIONS:

   a. Child Care Agency: "Care provided for more than four hours but less than twenty-four hours to three or more children."
   b. Family Day Care Home: "A family day care home is a private home caring for a limited number of children part of a day If three or more unrelated children are cared for, it is necessary for the home to be licensed." Family day care is defined to include homes caring for six or fewer children for a minimum of four hours but less than 24 hours a day.

3. AGE AND NUMBER:

   a. Age Range: Infants to 15 years.

   b. Number of Children: Six or less children including operator's own pre-school children with not more than two infants under three years of age. "A license may be issued to a family day care home caring for fewer than three children upon receipt of application and when it has been determined that standards have been met." "The license specifies the number and ages of children for whom care may be provided."

   c. Child/Staff Ratio: 6:1.

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:
      1. Age: "The day care mother should not be too young but old enough to have maturity, but not too old to lack sufficient stamina and flexibility to care for young children."

      2) Physical: Physical examination certifying that the operator is in good health, and free of problems that would limit her in caring for children. Annual renewal.

      3) Character: Two references required.

      4) Other: The day care mother should be dependable and able to handle situations promptly and intelligently.

b. __Assistants__: "A responsible adult, such as a neighbor, should be available on call for emergency situations."

c. __Members of Family__: Family members must possess desirable feelings and attitudes toward the children. "The family day care home must be in a reasonably secure economic position." An annual report by a licensed physician is required, certifying that all persons responsible for children are free from health problems.

5. RESTRICTIONS ON HOME:

a. __Use of Home__: "No business which may adversely affect the welfare of the children may be conducted on the premises.

b. __Physical Structure__:

1) __General__: It is desirable that the day care home be located near the child's own neighborhood. "All rooms used for the children must have plenty of sunlight, adequate ventilation, lighting and heating."

2) __Indoor Space__: No area specified.

3) __Outdoor Space__: No area specified.

4) __Special Features__: None specified.

6. CODE REQUIREMENTS:

a. __General__: "The day care homes must comply with all local ordinances relative to zoning or privilege licensing."

b. __Fire__: "Fireplaces and opened-faced heaters must be protected by screens. Gas heaters must be vented and installed with permanent connections and protectors."

c. __Safety__: "The day care home must not be located where conditions exist that would be hazardous to the moral welfare or physical health of the children."

"Every precaution possible should be taken to prevent accidents which might result from slipping on rugs, unguarded stairs, improperly cared for electrical equipment, disinfectants and poisons."

d. __Sanitation__: "The home should be provided with public water and sewer utility service or if there is an individual water and waste disposal system it must have been approved by the State Health Department or the local health department."

"Food storage, preparation and serving facilities should comply with Utah State Health Department sanitation regulations as applicable."

7. LICENSING FEE: None specified.

8. OTHER REQUIREMENTS:

a. Child Health: Health certificate required certifying child is free of communicable disease. "Emergency medical care should be readily available. The name, address and telephone number of the family physician of each child, together with the parents written permission to call a physician, should be on file. Hospital preference should be listed. Medication shall not be given to a child except with written orders from a licensed physician and with the written consent of the parent. No laxative or cathartic should be given without the physician's written request." A child must be isolated if ill and returned to parents as soon as reasonably possible.

b. Reports and Records: The following information shall be on file: "1.) Full name of both parents, home address, work address and telephone numbers; 2.) Authorization to call a physician specified by the parents in case of illness or accident; 3.) Health appraisal of the child; 4.) Date when child is admitted and date child is withdrawn; 5.) Accurate record of attendance.

Reports, as requested, shall be submitted to the State Department of Public Welfare."

c. Education - Program: "The activities of day should provide periods of active and quiet play to promote healthy growth and development."

"Play materials should be in sufficient quantity to allow each child to be engaged in constructive play and in kind as to promote large and small muscular activity, social and dramatic play, intellectual growth and creative expression."

d. Nutrition: "Foods known to supply the essentials for good health and growth should be provided in adequate amounts." Details of child's diet should be supplied by mother. "Infants should be held while being bottle fed and during introduction to solid foods."

e. Equipment: Individual cots, beds or cribs. "Family beds may be used if covered with clean coverlet."

f. Discipline: "Corporal punishment not permitted."

g. Infants: Diapers should be changed and child bathed as frequently as necessary to keep child clean and his skin in good condition.

VERMONT
Family Day Care Homes and
Group Day Care Homes

1. REGULATING AUTHORITY:

a. Licensing Authority: Vermont State Office of Economic Opportunity, Day Care Operations Unit, effective Sept. 1, 1970.

b. Statute: Vermont Welfare Laws, Section 2852.

c. Regulation: State of Vermont Required Standards and Federal Interagency Recommended Standards for Family Day Care Homes and Family Group Day Care Homes.

2. DEFINITIONS:

a. Child Care Agency: Day care facility means any place operated as a business or service on a regular or continuous basis, whether for compensation or not, where the primary function is protection, care and supervision of children outside their own homes for periods of less than twenty-four hours.

b. Family Day Care Home: is a family home other than the normal one of the child which offers care and protection to children for all or part of the working day.

3. AGE AND NUMBER:

a. Age Range: 0 - 14 years Family Day Care home
3+ years Group Day Care home
0+ years requires a special license in Group Day Care Home.

b. Number of Children: A family day care home may care for no more than six children, including the family's own homebound handicapped child or pre-school child. Only two shall be under two years of age unless an assistant is available to care for infants. A special license may be given to homes allowing up to nine children if the mother has experience caring for large groups and no child is under three.

A Group Day Care Home shall be given a regular license to care for 6 to 12 children age three or over. A special license may be given to allow care of two children age two or under in the group provided the day care mother is experienced and has at least one aide.

c. Child/Staff Ratio: 6:1 regular license, Family Day Care Home
9:1 special license, Family Day Care Home
12:1 regular license, Family Group Home
6:1 special license, Family Group Home

4. STAFF QUALIFICATIONS:

a. Day Care Operator:

1. Age: 18 minimum

2. Physical: An annual physical examination including T.B. test or an X-ray is required.

3. Character: 'The day care mother, shall be of suitable temperament to care for children. She must understand the needs of children, be able to give the children the affection and security they need, and have had satisfactory experience in the care of children. These characteristics must be attested to by reliable references.

b. Assistants: The day care aide may be paid or volunteer. She must fulfill the requirements above except that her experience may be derived on the job under the supervision of the day care mother. Any child care aide who is hired, or volunteers who help in the home, must also have a medical statement from a doctor verifying their good health.

c. Members of Family: All members of the family who have any contact with the children shall have a yearly medical statement from a doctor verifying that each person is in good mental and physical health. A TB test must be included.

5. RESTICTIONS ON HOME:

a. Use of Home: Not specified.

b. Physical Structure:

1. General: A home shall be so situated and arranged that the children are not exposed to unnecessary hazards and deterioration of environment. Unfinished attic rooms are not acceptable. If basements are used they must be free from dampness, have good lighting, heating, ventilation, and window space, with means of quick and easy exit in case of emergency.

2. Indoor space: Recommended play space shall be at least 35 square feet per child.

3. Outdoor space: It is recommended that there be 75 square feet per child and fenced if necessary.

d. Special Features: Liability insurance should be carried by the day care homes. "There shall be two exits on each floor used by children to provide a quick and easy means of exit."

6. CODE REQUIREMENTS:

a. General: Fire prevention and protection must be emphasized. These standards shall be determined by the state fire marshal and the State Department of Health.

b. Fire: Guards must be placed around fireplaces, open-faced heaters or floor furnaces. All heating equipment shall be in good condition and properly ventilated. There shall be fire extinguishers of the type and number recommended. All personnel in home must know how to operate this equipment.

c. Safety: The outdoor play area shall be protected from traffic or other hazards in a manner safe for children. There shall be a planned and practiced evacuation play for children which could be used in case of fire.

d. Sanitation: Food must be stored and served in a sanitary manner. If the water supply is from an individual source it should be tested.

7. LICENSING FEE: None specified.

8. OTHER REQUIREMENTS:

a. Child Health: Each child should have a signed statement from physician before being accepted at the day care home which says he is free from communicable diseases. All immunizations and a complete physical must be completed one month from time of admission.

b. Reports and Records: A uniform record for each child shall be kept in an individual file folder, and maintained in an orderly arrangement. In a separate folder the day care mother will be required to keep additional general information on children in care and staff on forms supplied by the Vermont State Office of Economic Opportunity Day Care Operations Unit. "If there are changes in staff during the year, the Department should be notified, and medical statement for new staff should be filed and made available upon request." All medical forms must be updated annually.

c. Education: The Family Day Care Home need not have a planned program, but shall provide constructive growth experience within a flexible schedule.
The family group home day care facility should have a program more nearly like a day care center.

d. Nutrition: "All food shall be wholesome, well prepared, and the diet shall be carefully planned and shall include at least one pint of milk a day for each child who attends a full day."

e. Equipment: Play equipment of sufficient variety shall be provided indoors and out which is appropriate to the needs of the children, their developmental level and interests.

f. Telephone: "A day care home shall have a telephone with posted telephone numbers of local doctors, fire department, police department, hospitals and parents of children in care."

g. Staff Training: If group training sessions are available in the locality of day care or group homes the supervising adult will be urged to go if volunteers are available to substitute.

h. Discipline: Shall meet the needs of each individual child. "Authority to punish shall not be delegated to older children." "A child shall not be deprived of meals as punishment."

i. Transportation: Not specified.

VIRGINIA
Family Day Care Homes

1. REGULATING AUTHORITY

   a. Licensing Authority: Dept. of Welfare and Institutions,

   b. Statute: Code of Virginia, Chapter 10, Sections 63.1 - 195 through 63.1 - 219.

   c. Regulation: Minimum Standards for Family Day Care Homes and Independent Foster Homes, 1949.

2. DEFINITIONS

   a. Child Care Agency: Day care is provided in any facility operated for the purpose of providing care, protection and guidance to a group of children separated from their parents or guardian during a part of the day only.

   b. Family Day Care Home: Child or children are received for care, protection and guidance during only a part of the 24-hour day, except children who are related by blood or marriage to the person who maintains the home.

3. AGE AND NUMBER

   a. Age Range: Child - infancy to unspecified upper age limit.

   b. Number of Children: "Less than 10 children."

   c. Child/Staff Ratio: 3:1,children under 2 years
   6:1,children over 2 years

4. STAFF QUALIFICATIONS

   a. Day Care Operator:
      1. Age: Adult.
      2. Physical: A statement from a licensed physician to the effect that all members of the household are free from commmunicable diseases is required, also stating that the extra responsibilty of caring for children will not jeopardize anyone's health.
      3. Character: "Must have understanding of the problems of childhood and sympathy for them. Should be able to give the child the affection and security that he needs."

      4. Other: Emphasis should be on homemaking rather than housekeeping yet the premises must be kept clean.

b. Assistants: The licensee is responsible for the care of the children whether she has the responsiblity directly or delegates it to an assistant.

c. Members of Family: All members of the foster household including relatives, lodgers and servants, if there are any, must be responsible, wholesome and emotionally stable people of good character and reputation. The motivation in taking a child should include a desire to contribute to its wholesome development and not be limited to meeting the family's own needs and all members must be willing to accept children as members of the family.
See 4 a(2) above.

5. RESTRICTIONS ON HOME

a. Use of Home: Not specified.

b. Physical Structure:
   1. General: The house must be screened and properly ventilated and it must be dry and heated in winter.
   2. Indoor Space: There must be adequate space in the foster home to meet the needs of the family in addition to that required for boarding children. Sleeping arrangements for children over 3 years must be separate from adults of the opposite sex - and there should be 3 feet between each bed.
   3. Outdoor space: Not specified beyond "space for play indoors and outdoors."

6. CODE REQUIREMENTS

a. General: No general requirements.

b. Fire: "The home must be free from fire hazards and have adequate fire protection. Inspection and approval of such authorities as are either required or permitted to inspect and enforce fire regulations will be required in instances when conditions seem to indicate need for same."

c. Safety: No specific safety requirements.

d. Sanitation: "Except where water is obtained from a municipal supply and the house is connected to municipal sewer line, the water supply and sanitary disposal must be approved by the local health officer." Some provision for refrigeration must be provided.

7. LICENSING FEE: Not specified.

8. OTHER REQUIREMENTS:

a. Child Health: Provision for isolation of sick children is necessary. The licensee shall require a medical report on each child at the time of acceptance in the home and provision for immunization against childhood diseases is to be arranged with parents. Provision should be made for medical and dental care.

b. Reports and Records: Each licensee shall keep a bound book and shall record therein, on pages devoted exclusively to each child, data concerning each child, e.g., name, date of birth and date of acceptance, statement of physician, name and place of employment of each parent, record of fees, etc.

c. Program: Suitable recreation and religious training should be provided.

d. Nutrition: The diet shall be well-balanced and adequate for nutritional and health standards. Special diets are to be provided as prescribed by a physician for individual children.

e. Equipment: Clothing, towels, toothbrushes, combs, wash cloths, and other personal needs must be provided for each child on an individual basis. Clothing shall be kept clean and in good repair. "Each child must be provided with a separate bed (except that brothers or sisters when of the same sex may occupy double beds) and sufficient bedding to insure cleanliness and comfort. A place for each child to keep clothing, toys and other personal belongings must be provided for each child over two years old."

f. Finances: "Exclusive of income derived from boarding children, the foster family must be able to maintain a standard of living to meet its essential need through private employment or other resources."

WASHINGTON
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Department of Social and Health Services

   b. Statute: Chapter 74.15, Revised Codes of Washington (Chapter 172 - Laws of 1967).

   c. Regulation: Minimum Licensing Requirements for Foster Family Homes and Family Day-Care Homes, Chapter 388-65, Washington Administrative Code. February, 1970.

2. DEFINITIONS:

   a. Child Care Agency: "Any person, firm, partnership, association, corporation, or facility which receives children, expectant mothers or adult retarded persons for control, care or maintenance outside their own homes, or which places, arranges the placement of, or assists in the placement of children, expectant mothers or adult retarded persons for foster care or placement of children for adoption and shall include the following irrespective of whether there is compensation to the agency or to the children, expectant mothers or adult retarded persons for services rendered."

   b. Family Day-Care Home: "A family day-care home is a family dwelling in which a child or children are regularly received for care and supervision for periods of less than 24 hours per day in lieu of care in their own homes, whether or not compensation is given or received for services rendered. Exceptions: Excluded from definition of family day-care home are homes maintained by legal guardians of, and persons related by blood or marriage to the person receiving care, and parents who exchange care on a mutually co-operative basis.

3. AGE AND NUMBER:

   a. Age Range: 12 years of age and under with no more than two children under two years of age.

   b. Number of Children: "A family day-care home shall not be licensed for more than ten children including the day-care mother's own children under the age of twelve, nor for more than six children if any of them are under two years of age. Before and after school care for periods of not more than three hours shall be disregarded in the count of children for which a day-care home may be licensed, provided the total number of children under 12 years of age does not exceed ten on the premises at any time."

Regardless of the number of the day-care parents' own children, no home which otherwise meets requirements shall be denied a license for the care of a single day-care child or single family of such children.

c. Child/Staff Ratio: 6:1 "If more than 6 children, the day-care mother shall be assisted at least half the time by a child-care aid or assistant."

4. STAFF QUALIFICATIONS:

a. Day-Care Operator:

1. Age: Not specified.

2. Physical: "For both initial license and renewal of license, the applicant shall review with the supervising agency the status of the health and physical condition of the members of his household. If questions arise concerning a condition which would seem to adversely affect child care, the applicant shall be required to submit a physician's statement in evaluation of such condition. In communities in which public health facilities provide free examinations for tuberculosis, the applicant shall avail himself of these services and furnish evidence that members of the household over the age of fourteen years are free from contagious tuberculosis."

3. Character: "References are required at time of application for initial license."

4. Other: "All persons caring for children shall be emotionally stable and shall have the ability and personality suited to meeting the physical, mental, emotional and social needs of persons in care."

b. Assistants: The assistant shall be at least sixteen and be sufficiently mature to handle an emergency during temporary absence of day-care mother. See a.2 and a.4 above.

c. Members of Family: "The physical and mental health and character of all members of the household must be consistent with the provision of good child care."

5. RESTRICTIONS ON HOME:

a. Use of Home: The home shall be in a neighborhood conducive to the general welfare of children.

b. Physical Structure:

  1. General: The dwelling shall be clean, comfortable and in good repair. Ventilation, light and heat shall be provided.

  2. Indoor Space: Area not specified.

  3. Outdoor Space: "The outdoor play area shall be safe, adequate and fenced if conditions require."

  4. Special Features: "There shall be adequate space to accommodate all members of the household. This includes comfortable bedrooms with outside exposure and suitable bathing and toilet facilities. An adult must be on the same floor where children under six are sleeping."

6. CODE REQUIREMENTS:

  a. General: Home and grounds shall be reasonably free from hazards.

  b. Fire: "If question arises concerning fire danger, the local fire protection agency shall be consulted."

  c. Safety: Children must be under close supervision of an adult at all times.

  d. Sanitation: "There shall be facilities for sanitary storage, refrigeration and preparation and service of food." "Drinking water obtained from a private source must be approved by the county health department or other authorized agency."

7. LICENSING FEE: No fee.

8. OTHER REQUIREMENTS:

  a. Child Health: "There shall be a daily inspection of each child as he enters the home and before he has mingled with the other children; if there are indications of illness, cold symptoms, or skin eruptions, the child shall not be admitted or shall be separated from the other children."

  b. Reports and Records: A register containing personal information about each child and a daily attendance record shall be kept.

c. Program: "The day care mother shall develop a planned program of both group and individualized activities, including periods of free play, designed to promote physical, mental and social skills of the children under care."

d. Nutrition: "A well-balanced meal at noon and mid-morning and mid-afternoon snacks shall be provided."

e. Equipment: "Suitable storage space shall be provided for personal belongings. Individual towels and toilet articles shall be provided.

Individual cots, beds and bedding must be provided for all children requiring rest periods.

There shall be a variety of suitable play equipment of safe, sturdy constructon."

f. Discipline: "Discipline shall be remedial rather than punitive. Harsh, humilitating or frightening punishment shall not be administered."

g. Other: "Serious injury, death or parental abandonment of a child shall be reported immediately to the Department or supervising agency."

WEST VIRGINIA
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Division of Social Services, Dept. of Welfare. Family day care homes are not licensed but are approved and supervised by County Welfare Department.

   b. Statute: Article I, Section 5 of the Public Welfare Law of West Virginia, Chapter 49.

   c. Regulations: Child Care Services, 12000, through 12880.

2. DEFINITIONS:

   a. Child Care Agency: "Child care is a service purchased by the Agency which offers care of children away from their homes, usually called day care, or in their homes for part of the day while parents work, receive job training, are absent from home or are unable for other reasons to provide continued parental supervision."

   b. Family Day Care Home: "Family day care is child care for part of a day provided in a private family home approved by the Agency's service worker to serve no more than six children including the family day care mother's own children."

3. AGE AND NUMBER:

   a. Age Range: Infant to 14.

   b. Number of Children: "No more than two children under two years of age and no more than five in total, including the family day care mother's own children. No more than five children with only two under two years of age, including the family day care mother's own children under 14 years. Six children may be served if all children are over three. No more than six children including the family day care mother's children under 14 years of age."

   c. Child/Staff Ratio: 6:1 if all children are over three. 5:1 if any children three or under, with no more than two under two years of age.

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1) Age: "The day care mother must be at least 21 years of age and no more than 60 years of age. An exception

to the upper age limit may be made if the service worker's observation and physical examination by a licensed physician indicate that her health is adequate to meet the needs of young children."

2) Physical: "Persons responsible for the care of the children must have a physical examination including tests for T.B. The physical and emotional health must be assessed annually."

3) Character: "The day care mother must enjoy caring for children, be dependable, offer consistent discipline and supervision and possess ability to react calmly at the time of emergency. She should have capacity to accept individual differences in persons with whom she will be working. She must be able to work cooperatively with agency service workers and parents of children."

4) Other : "Low income and AFDC families may apply to be approved as family day care homes."

b. Assistants: There must always be provision for another adult whom the day care mother can call in case of an emergency. Assistants must be at least 18 years of age and have annual physical examination including T.B. tests. Volunteers who have had instruction from the Agency may be used in family day care homes at the request of the family day care mother. They may be used by the family day care mother in helping with story telling, food service, playing with children, conducting a craft program, etc."

c. Members of Family: "It is necessary that the other members of the day care home be in sympathy and interested in serving children in their home."

5. RESTRICTIONS ON HOME:

a. Use of Home: The family day care home should be in or near the neighborhood in which the child lives.

b. Physical Structure:

1) General: "All rooms used for children must have adequate light, ventilation and proper heat." "The building must be effectively screened against flies and other insects."

2) Indoor Space: Adequate space for child to play.

3) Outdoor Space: "Outdoor play space should be on the premises or easily accessible, free from conditions which may be dangerous to the life or health of children."

4) Special Features: "There should be at least one telephone in the home or nearby for easy communication in event of an emergency." "The day care family should have standard liability insurance coverage for the protection of both the child and the day care family in case of accident or injury."

6. CODE REQUIREMENTS:

a. General: Not specified.

b. Fire: "The service worker with a member of the day care family must apply the home fire safety check list published by the American Insurance Association or obtain inspection and approval of the home by fire authorities. This must be done prior to approval of the home and annually thereafter.

c. Safety: "Every precaution possible must be taken to prevent accidents." "Generally, it is expected that the provisions for transportation shall be the natural parents' responsibility. However, when transportation is provided by the day care home, safety precautions around delivery and pick up of children must be assured. The day care family must have standard automobile liability insurance before transporting children." "An infant under 18 months of age should have a crib or bed with sides."

d. Sanitation: "Each child should have an individual bed or cot kept in clean and sanitary condition at all times. Beds currently used by family must not be used by the child unless clean linen is provided. There should be proper provision for the care of perishable food, including refrigeration, especially for milk."

7. LICENSING FEE: No fee.

8. OTHER REQUIREMENTS:

a. Child Health: "Each child must receive dental, medical and other health evaluations appropriate to his age upon entering day care and subsequently at intervals appropriate to his age and state of health. Arrangements must be made for medical and dental care and other related treatment for each child by the parents, agency or through community resources or by cooperation of all three. The child's parents must give consent and approval for all medical and dental care."

"When a diagnosis of a communicable disease is made, the families whose children have been exposed and the local Health Department must be notified immediately. Exposed children must be watched for early symptoms of the disease."

b. Records and Reports: "Child's Medical Record provides the Child Care Facility with information of child's health at time of placement." "Child care facilities are required to keep on file current medical information record on each child."

c. Education--Program: "Activities must not emphasize teaching children to read or write unless the child attends school and a plan has been made with parents and teachers to help the child with his school work."

"Activities for the school age child should be planned to offer opportunity for active play after school, a rest period and time for solitary occupation. School age children should have opportunity to participate in organized neighborhood activities."

d. Nutrition: "Children must be served a regular hot meal supplying one-third of their daily food needs if they are in attendance more than four hours at the family day care home. In the full-day program, pre-school children must be served a morning snack, a hot lunch and an afternoon snack. Guidance for providing adequate food for the children under care may be obtained from a nutritionist of the West Virginia Department of Health or a home economist. When infants are cared for in the family day care home, the child's own mother should supply the prepared formula for the daily needs of the child. Children coming to the family day care home after school should be served a snack."

e. Equipment: Individual beds, cots, or cribs for each child. "There should be sufficient play materials and equipment to stimulate activities and imagination according to the child's development."

WISCONSIN
Day Care Homes
Homes Not Licensed
Homes Certified by
County Departments

1. REGULATING AUTHORITY:

   a. Licensing Authority: Wisconsin Department of Health and Social Services licenses Day Care Centers including Day Care Homes caring for four or more children.

   b. Statute: No statute for Day Care Homes caring for less than four children. Federal Inter-agency Day Care Requirements provide legal base for Day Care Home certification for those homes from which care is purchased with federal, state, and local funds.

   c. Regulations: If less than four non-related children are in care in a day care home and this care is to be paid with federal, state or local funds, the home must be certified by the county department of social service. Such certification is based on requirements for In-Home and Family Day Care, Social Services Manual Section 3 Appendix. These requirements were drawn from the Federal Inter-Agency Day Care Requirements primarily.

2. DEFINITIONS:

   a. Day Care Center. "A licensed facility where a person or persons provide, for compensation, group care for 4 or more children under the age of seven for less than 24 hours a day."

   b. Family Day Care Homes: Family day care homes caring for one through three children under the age of seven for less than 24 hours a day are certified by county departments of social services. Small home-centered programs for four through eight children must meet the same requirements as any other Day Care Center or Nursery. Since these homes are classed as centers, and are licensed as such, they are required to follow somewhat more stringent standards than homes in many other parts of the country.

WYOMING
Family Day Care Homes

1. REGULATING AUTHORITY:

   a. Licensing Authority: Division of Public Assistance and Social Services, Department of Health and Social Services.

   b. Statute: Child Care Agency, Licensing Act, Wyoming Compiled Statute 1957, as amended.

   c. Regulations: Minimum Standards for Licensing Child-Caring Facilities. State of Wyoming, Division of Public Assistance and Social Services, 1970.

2. DEFINITIONS:

   a. Child Care Agency: "Child caring facility shall be any private person, partnership, association or corporation which is operating a business for profit or otherwise, where children 17 and under are kept and cared for, for their parents or legal guardians or at the request of the agency which has responsibility for the child."

   b. Family Day Care Home: Provides less than 24 hour care in a family setting. "A facility where three to six children receive care for part of a day in a family setting, consisting ideally of both a mother and father." (Including day care family's preschool children as in 3(b) below)

3. AGE AND NUMBER:
   a. Age Range: 17 and under. "There should be preferably only one, and in day care, not more than 2 children, under 2 yrs. of age, including the family's own."
   b. Number of Children: three to six children - The day care mother's first two pre-school children shall be excluded from the count. For example: if a day care mother has three preschool children of her own, she would only count one of them. She could then care for five additional children.

   c. Child/Staff Ratio: 6:1 (as above)

4. STAFF QUALIFICATIONS:

   a. Day Care Operator:

      1) Age: 21

      2) Physical: "A doctor's statement shall certify that each applicant, staff member or volunteer worker is (a) in

good health to care for children, (b) free from physical and mental illness, including active tuberculosis, and (c) not addicted to drugs or alcohol. Annual health statements shall be submitted to the Division of Public Assistance and Social Services."

3) Moral: "Each applicant shall have three letters of reference on file with the Division of Public Assistance and Social Services, attesting to his character and child caring ability. The references shall include: (a) one person who has personal knowledge of the applicant's ability to care for children, and (b) two other reputable persons. No applicant or staff member shall have been convicted of a felony."

4) Other: "All staff, including service staff, should have the following personal qualifications: (a) an interest in and capacity for enjoying children; (b) the ability to discern the feelings and needs of children; (c) an understanding of the problems of growing children; (d) a realization of the values of cultural and educational training for children; and (e) dependability, consistency and good judgment in handling emergencies."

b. Assistants: Same as 4.a. All staff at least 16 years of age.

c. Members of Family: "Family relationships in the home to assure a favorable atmosphere for a child"

5. RESTRICTIONS ON HOME:

a. Use of Home: If facility provides other services, the space for child care shall be segregated and used exclusively for that purpose

b. Physical Structure:

1) General: "Attic or basement rooms shall be dry, heated, lighted, ventilated and free of fire hazards, and have at least two exits from each floor."

2) Indoor Space: At least 35 sq. ft. per child. Rooms for sleeping shall be large enough to place cots at least 2 ft. apart on all sides.

3) Outdoor Space: "200 square feet per child and outdoor space should be fenced or enclosed."

4) Special Features: At least one toilet and one lavatory are required. Sufficient parking area should be available to permit safe practices of daily admittance and pick-up of children.

6. CODE REQUIREMENTS:

a. General: "The premises of all child care facilities shall be open for inspection, upon request at reasonable times, by any authorized representative of the Division of Public Assistance and Social Services or the Certification Board.

The facility shall conform to the state standards with respect to safety, environmental health, heating and ventilation, as set forth herein and shall comply with all local ordinances relative to zoning.

b. Fire: There are no state building, electric or fire codes. The National Codes are the ones which are used.

c. Safety: "The facility must not be located in a neighborhood detrimental to the health and social well-being of children, or where conditions exist which would be hazardous to the physical or moral welfare of children."

d. Sanitation: See 6.a. and 6.c.

7. LICENSING FEE: No fee.

8. OTHER REQUIREMENTS:

a. Child Health: "A certificate of physical examination signed by a physician currently licensed to practice in the State of Wyoming shall be required of each child admitted."

"Arrangements shall be made for medical emergencies."

b. Reports and Records: Each facility shall maintain a permanent record on each child with personal information.

c. Program: "Provision that all children, except those excluded for due cause such as health, mental deficiency or emotional disturbance by proper authorities, shall receive education in compliance with the Wyoming Statutes pertaining to compulsory school attendance.

"A well regulated daily routine including rest periods, regular meal hours and play. Each child shall be taken or allowed outdoors daily during good weather.

"Any work, activities or household duties required of a child shall be appropriate to his age, health and abilities, and shall have as their primary purpose the training of the child rather than to serve the needs of the facility."

d. Nutrition: "The facility shall provide a well-balanced and nutritional diet."

e. Equipment: "A first aid kit with recommended components, according to the instruction pamphlet distributed by the Wyoming Division of Public Assistance and Social Services shall be provided."
"Play materials and recreational equipment shall provide for a variety of appropriate activities."
"Each child shall be provided with his individual cot or bed and bedding; bunk or tier beds shall not be approved."
Tables, chairs, shelves, lockers and bathroom facilities shall be of appropriate height and size for children - regular bathroom fittings will meet this requirement with a bench or step provided.

NOTE: The Wyoming Child Care Certification Board may recommend the waiver of any non-statutory standard.